BSCIC
Phone: - +971 509274320
E-mail :- info.uae@bsc-icc.com, sales@bsc-icc.com
website :- uae.bsc-icc.co

B001-C – Annual Update of Company Profile

- This questionnaire is sent to you annually along with your surveillance due notice or as & when needed.
- An appropriately filled questionnaire enables us to understand & implement if there is a need to conduct post contract review & changes in assessment requirements.
- Please return this B001-C filled to the BSCIC Head Quarter.

Name of the Company:	Address (If change please mention):
Present accreditation:	Any changes in the Accreditation Required:
Management Standard:	BSCIC Existing Certificate No:
* Contact Person Name:	* Position:
Fixed Landline No.:	* Website (If any):
* Mobile No.:	* Email:
*Alternate contact person:	*Alternate Mobile no.:
*GST/VAT/Any Tax Registration No:	*PAN Card No.:
*Any Change in the Registered Scope (If so please mention):	*Change in No. of Employee/ Shift (If any):

*Total No. of Shifts ☐ G Shift ☐ G+1 Shifts ☐ G+2 Shifts ☐ G+3 Shifts ☐

Change in total No. of Personnel ☐ Yes ☐ No ☐ (If yes, please state number and fill below details)	
*No. of Personnel Permanent (Full Time):	
*No. of Personnel Contract based (Full Time):	
*No. of Personnel (Part Time) with working hours details:	
*No of Personnel working offsite such as drivers, service operators, etc.	

*Employee Details	Shift	Management/ Admin/ HR/ Office Staff	Production /Service Provision/ QA/Industry al Staff etc.	Design Staff	Unskilled workers	Driver(s)	Temporaries	Contractual	Casuals	Trainees
*Full Time Employees	G									
	A									
	B									
	C									
*Part Time/ Contract	G									
	A									
	B									

* Please Fill up this Form only in the case of changes affecting your registered Management System. In case we do not get this information within 15 days of sending this B001-C, it will be deemed considered that there are no changes within your Management System & BSCIC will not be responsible for the assessment outcome.
*Please ensure that for registered scope activity, the complete process of production/other processes are available to be assessed during over Surveillance Assessment Visit.

Based Personnel	C									

*Are you using Consultant? ☐ Yes ☐ No ☐ (If yes, please fill below details)

Consultancy Firm and/or Person Name:	Mobile No.:
Consultant's Email:	Consultancy Website (If any):

*Change in Product Range (Increased/ Decreased) Please state here:

Any changes to the following ☐ Yes ☐ No ☐

Management System ☐ Yes ☐ No ☐ If yes, please state the change here:	The Organization and Management ☐ Yes ☐ No ☐ If yes, please state the change here:
Management's Operating Context ☐ Yes ☐ No ☐ If yes, please state the change here:	Changes to legislation ☐ Yes ☐ No ☐ If yes, please state the change here:

Any Other Change (Please Describe):

Client Signature: Date: _____

*NOTE:
If you are operating more than 1 site and/or have any Temporary site(s), please fill Appendix 1 of B001 additionally.
In the case of Integration of 02 or more standards, please fill Appendix 2 additionally.
In case of EMS, OHSMS, MDQMS, ISMS, ITSMS, BCMS and FSMS and/or HACCP please fill Appendix 3/4/5/6/7/8/9 additionally.

* Please Fill up this Form only in the case of changes affecting your registered Management System. In case we do not get this information within 15 days of sending this B001-C, it will be deemed considered that there are no changes within your Management System & BSCIC will not be responsible for the assessment outcome.
*Please ensure that for registered scope activity, the complete process of production/other processes are available to be assessed during over Surveillance Assessment Visit.

BSCIC
Phone: - +971 509274320
E-mail :- info.uae@bsc-icc.com, sales@bsc-icc.com
website :- uae.bsc-icc.co

APPENDIX-1 to B001 (For Multisite(s)/ Temporary Site(s) details)

For Multisite(s)

Mark the box if Multisite(s) are not applicable: ☐

*Please mention the single management system which is deployed across your whole organization:	
* Scope of Management System:	*Scope of Certification and, if applicable, sub-scope as well:
*Please mention the central function: (Note - The central function is where operational control and authority from the top management of the organization is exerted over every site)	*Please mention the legal and contractual arrangements for each site:
*Mention degree of centralization of process/ activities which are delivered to all sites:	*Please mention interfaces between the different sites:

*Please mention processes/activities allocated at each site:

Site Name	Site Address	Activity/Processes	Manpower	Shifts

(If there are more sites, please add rows as per the requirement and complete the table)

*Please mention employee details of each site:

Management/ Admin/ HR/ Office Staff	Production /Service Provision/ QA/Industry al Staff etc.	Design Staff	Unskilled workers	Driver(s)	Temporary(s)	Contractual(s)	Casual(s)	Trainee(s)

(If there are more sites, please add rows as per the requirement and complete the table)

* Please Fill up this Form only in the case of changes affecting your registered Management System. In case we do not get this information within 15 days of sending this B001-C, it will be deemed considered that there are no changes within your Management System & BSCIC will not be responsible for the assessment outcome.
*Please ensure that for registered scope activity, the complete process of production/other processes are available to be assessed during over Surveillance Assessment Visit.

For Temporary Site(s):

Mark the box if Temporary Site(s) are not applicable: ☐

*Do you operate at temporary site? YES ☐ NO ☐

If YES,
Number of Temporary site(s) and details:

S. No.	Temporary Site Location	Total Employees	Activities	Opening Date of Temporary site	Expected Closing date of Temporary site

(If there are more sites, please add rows as per the requirement and complete the table)

WE THANK YOU FOR YOUR VALUABLE EFFORTS IN COMPLETING THIS QUESTIONNAIRE.
Please send in the original to BSCIC Certifications Pvt. Ltd. Head Office.

Client Signature: Date:

#Only BSCIC reserves the rights to opt if Remote Audits are necessary.

APPENDIX-2 to B001 (FOR INTEGRATION)

Mark the box if Temporary Site(s) are not applicable: ☐

*Management System Standard opted for Registration:

QMS ☐ | EMS ☐ | OHSMS ☐ | MDQMS ☐ | ISMS ☐ | ITSMS ☐ | BCMS ☐ | FSMS ☐ |HACCP ☐

Others Please Specify:

* Please Fill up this Form only in the case of changes affecting your registered Management System. In case we do not get this information within 15 days of sending this B001-C, it will be deemed considered that there are no changes within your Management System & BSCIC will not be responsible for the assessment outcome.
*Please ensure that for registered scope activity, the complete process of production/other processes are available to be assessed during over Surveillance Assessment Visit.

Integrated management system points	Self-Rating of points
Integrated Documentation Set, Including Work Instructions to a Good Level of Development, as Appropriate (1-15)	
Management Reviews that consider the overall business strategy and plan (1-10)	
Integrated Approach to Internal Audits (1-10)	
Integrated Approach to Policy and Objectives (1-15)	
Integrated Approach to Systems Processes (1-10)	
Integrated approach to improvement mechanisms, (corrective and preventive action; measurement and continual Improvement) (1-15)	
Planning, with good use of business wide risk management approaches (1-10)	
Integrated management support and responsibilities (1-15)	
Total (out of 100):	

WE THANK YOU FOR YOUR VALUABLE EFFORTS IN COMPLETING THIS QUESTIONNAIRE.
Please send in the original to BSCIC Certifications Pvt. Ltd. Head Office.

Client Signature: **Date:**

NOTE: In case of EMS, OHSMS, MDQMS, ISMS, ITSMS, BCMS and FSMS and/or HACCP please fill Appendix 3/4/5/6/7/8/9 additionally.

* Please Fill up this Form only in the case of changes affecting your registered Management System. In case we do not get this information within 15 days of sending this B001-C, it will be deemed considered that there are no changes within your Management System & BSCIC will not be responsible for the assessment outcome.
*Please ensure that for registered scope activity, the complete process of production/other processes are available to be assessed during over Surveillance Assessment Visit.