Assurance Quality Certification LLC

F08 Issue 02
Rev 03

APPLICATION FORM

Date of Application			
Name of the Company			
Certification Scheme	ISO 9001:2015 ☐ ISO 14001:2015 ☐ ISO 45001:2018 ☐ ISO 20000-1:2018 ☐ ISO 22000:2018 ☐ ISO 50001:2018 ☐ ISO 13484:2016 ☐ ISO 27001:2022☐ FSSC 22000 V 6 ☐ HACCP ☐ GDP ☐ GMP ☐		
Multi Locations	Yes ☐ No ☐ **(If Yes Please fill the Annexure-A)**		
Integrated Scheme	Yes ☐ No ☐ **(If Yes Please fill the Annexure-A)**		
Address (Central Function e.g. Head/Corporate Office)		shift and timing	Total No of employees

Employees Status (Applicable to only 9001, 14001 & 45001)	No of Employees Full Time Different job	
	No of Employees performing same type of Job	
	No of Part time Employees	
	No of Temporary Workers	
	No of Unskilled workers	
	Total Number of Employees	
No of Effective Employees for EnMS (Only for ISO 50001: 2018)	No of personnel shall be who materially impact to EnMS and includes Top Management, MR	
	No of Team member Energy Management Team	
	No of Persons responsible for major changes affecting energy performance	
	No of Persons responsible for developing, implementing or maintaining energy performance, improvements including objectives, targets and action plans	
	No of Persons responsible for significant energy uses	
	Total Number of Effective Employees for EnMS	

Name of Concerned Person				
Position / Designation				
Mobile Number, Website, E-mail				
Statutory and Regulatory Requirement				
Outsourced Process, If any				
Scope of Certification				
Key Process Involved				
Accreditation	EGAC ☐ UAF ☐ Compliance ☐			
Non Applicability of clause, if any	Clause	Justification		
	Nil			
Certification Program Required	Initial ☐	Surveillance ☐	Recertification ☐	Transfer ☐
Do you have a specific Programme/Timescale for achieving Registration	Yes ☐ NO ☐			
Is Consultants Involved? If yes Specify the Name of Consultant	Yes ☐ NO ☐			
Combined Audit	In the case of several certification programmes, would you like the audits to be Combined or carried out separately? ☐ Yes ☐ No If the answer is yes, please specify which combination :			
Is Already Certified for any Standard	Yes ☐ No ☐ If Answer is Yes Mention Name of the Standard:			
Additional Information Required				
EMS	How many Sites the company is Managing at the same time?			

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	Do you have Register of Significant Environment aspect? ☐ Yes ☐ No Do you have An Environmental Management Manual? ☐ Yes ☐ No Do you have An Internal Environmental Audit Programme? ☐ Yes ☐ No Has the Internal Environmental Audit Programme been implemented? ☐ Yes ☐ No
FSMS/FSSC	HACCP Implementation or Study Conducted : ☐ Yes ☐ No No of HACCP Studies No of Sites: No of Process Lines : Processing is Seasonal ☐ Continuous ☐
OHSMS	Explain the Hazards identified : Detail any OHS Risk Associated with process : Material Used in Hazardous Process : Legal Obligation arising from OHS Legislation:
EnMS	Annual Energy Consumption (TJ) : No Of Energy Sources : Number of significant energy uses (SEUs):
ISMS/ITSMS	Do you have confidentiality information that would be excluded during onsite audit (Give In detail)
	Additional Information Required (Tick one in each box) Critical business sectors are sector that may affect critical public services that will cause risk to health, security, economy, image and governmental ability to function that may have a very large negative impact to country
Business and organization Complexity	
Types of Business and regulatory Requirement	1. Organisation work in non critical business sector and non regulated sector ☐ 2. Organisation has customer in critical business sector. ☐ 3. Organisation works in critical business sector. ☐
Process and Task	1. Standard Process with standard and repetitive task i.e lots of persons doing work under the organization's control carrying out the same tasks, few product or services ☐ 2. Standard but not repetitive process with high number of products or services ☐ 3. Complex Process, High number of products and services, many business units included in scope of certification ☐
Level of establishment of the Management System	1. ISMS is already well established and/or other management system are in place. ☐ 2. Some elements of other Management system are implemented, others not ☐ 3. No other Management system implemented at all, ISMS is new and not established. ☐
IT Environment Complexity	
IT Infrastructure Complexity	1. Few or highly standardized IT platforms, servers, operating system, database, networks etc ☐ 2. Several different IT platforms, servers, operating system, database, networks etc ☐ 3. Many different IT platforms, servers, operating system, database, networks etc ☐
Dependency on outsourcing and suppliers including cloud services	1. Little or no dependency on outsourcing ☐ 2. Some dependency on outsourcing or suppliers, related to some but not all important business activities. ☐ 3. High dependencies on outsourcing or supplier, large impact on important business activities. ☐
Information System Development	1. Non or very limited in house system/application development ☐ 2. Some in house or outsourced system/application development for some important business purpose. ☐ 3. Extension in house or outsourced system/application development for important business purpose. ☐
ITSMS	Is any ITSMS records cannot be made available for review by the audit team because they contain confidential or sensitive information and to provide the corresponding justification. Kindly provide list of such information.

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DECLARATION: The above information is true to the best of my knowledge and belief and I am authorized to provide such information on behalf of the company					
Name		**Designation**		**Signature**	
AQC Official Use **Can the Application Proceed for Application Review :** ☐ Yes ☐ No					
Name of Officer		Name of Application reviewer		Date	

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Annexure A

Multi-Locations Information				
Internal Audit (including CAR) and MRM are responsible by Central Function: Yes ☐ No ☐				
Locations	**address**	**shift and timing**	**Number of employees**	**Processes/Activities**
Central Function e.g. Head/ Corporate Office				
Site 01				
Site 02				
Site 03				
Site 04				
Site 05				
Site 06				
Site 07				
Site 08				
Site 09				
(If more locations, Please attach in separate sheet				

Locations	**Scope of Certification**
Central Function e.g. Head/ Corporate Office	
Site 01	
Site 02	
Site 03	
Site 04	
Site 05	
Site 06	
Site 07	
Site 08	
Site 09	

Integrated Management System Details:

In the case of several certification programmes, would you like the audits to be Integrated ☐ Yes ☐ No

Select the Schemes	ISO 9001:2015 ☐ ISO 14001:2015 ☐ ISO 45001:2018 ☐ ISO 20000-1:2018 ☐ ISO 22000:2018 ☐ ISO 50001:2018 ☐ ISO 13484:2016 ☐ ISO 27001:2022 ☐ FSSC 22000 V 5.1 ☐

Following documents are made integrated

a	An integrated documentation set, including work instructions to a good level of development, as appropriate; Yes ☐ No ☐
b	Management Reviews that consider the overall business strategy and plan; Yes ☐ No ☐
c	An integrated approach to internal audits; Yes ☐ No ☐
d	An integrated approach to policy and objectives; Yes ☐ No ☐
e	An integrated approach to systems processes; Yes ☐ No ☐
f	An integrated approach to improvement mechanisms, (corrective and preventive action; measurement and continual Improvement) Yes ☐ No ☐
g	Integrated management support and responsibilities. Yes ☐ No ☐