



APPLICATION FOR ACCREDITATION AS CERTIFICATION BODY FOR QUALITY MANAGEMENT SYSTEMS

To be filled in by the applicant:

To be filled in by MAURITAS:

Cert. Body's name: _____	NEW APPLICATION
Entity applying for accreditation: _____	Case number: _____
Street address: _____	Application no.: _____
Postal address: _____	To the director: _____
Place: _____	Return from secretary: _____
Organisation no.: _____ Company type: _____	Invoice sent: _____
Year established: _____ No. of employees: _____	Given to the MAURITAS Staff Member
Phone number: _____ Fax number: _____	Confirmation to the applicant: _____
e-mail: _____ Web-address: _____	EXTENSION
Contact person: _____	Case no. _____
Position: _____	Confirmation to the applicant: _____
Phone direct: _____ Fax number: _____	Application fee invoiced: _____
e-mail: _____	Given to the MAURITAS Staff Member/Director: _____
Application for: <input type="checkbox"/> accreditation <input type="checkbox"/> extension of accreditation scope	Confirmation to the applicant: _____
Enclosures: <input type="checkbox"/> Quality manual (ISO/IEC 17021:2006) (not for extensions) and procedures(also for extensions if relevant) <input type="checkbox"/> Conformity matrix to the standard ISO/IEC 17021:2006 (not for extensions) <input type="checkbox"/> Documentation according to Para. 4. <input type="checkbox"/> Documentation providing name, organisation number and legal status <input type="checkbox"/> Applicant has been accredited/has applied for accreditation by others. Submit documentation. (Delete if not appropriate) <input type="checkbox"/> Application fee <input type="checkbox"/> Other:	Given to the MAURITAS Staff Member/Director: _____
Information: Information given will be kept confidential as directed by the law. MAURITAS personnel and external assessors have signed a declaration of confidentiality, and have undertaken to handle all information with confidence.	Given to the MAURITAS Staff Member/Director: _____
Validity: The application form for accreditation is valid for a maximum period of one year as from the date of the signature.	Given to the MAURITAS Staff Member/Director: _____
Committing signature: The applicant will act in accordance with the accreditation criteria given by MAURITAS, and all general guidelines. The applicant will give MAURITAS the possibility to monitor that the requirement for accreditation are met. The applicant allows MAURITAS' personnel access to documents, personnel and facilities that MAURITAS finds necessary. The applicant accept the economical conditions given by MAURITAS and will meet the obligations even if accreditation is granted or not. The undersigned is authorised to sign on the behalf of the applicant.	Given to the MAURITAS Staff Member/Director: _____
_____ <div style="display: flex; justify-content: space-between; width: 100%;"> Place Date Signature </div>	Given to the MAURITAS Staff Member/Director: _____

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2. ACCREDITATION SCOPE

- 2.1 The application covers accreditation of certification body as defined in the following standards:
(State name and edition rev. no.)

Standard/name	Revision number

The application covers the following field of activities*:

Field of activities no.	Description	Part no.	Text

* The applicant must himself evaluate whether it wants to be accredited for the total field of activities or parts thereof

3. THE CERTIFICATION BODY'S INTEGRITY

- a) (Only extensions.)
Mark if there have been no changes since the accreditation.
Para b) and c) is in this case not applicable.
- b) Mark if the company is only engaged in certification activities
- c) In addition to certification, the company or other parts of the legal entity is engaged in commercial activities in the following field of activities and no other than these:

- d) Information on the owner and/or persons commercial affiliation to other companies. (Name of personnel and commercial affiliation and company activities.):

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4. QUESTIONS (Answer for each field of activities)

Field of activities no:

Question	Answer/Enclosure
<p>1. Who is defining the requirements for competence of the professional auditors in the field of activities?</p> <p>Who has prepared the audit procedure/checklist related to the field of activities?</p> <p>Who is selecting and performing competence evaluation of the professional auditor?</p> <p>Who is giving specific instructions to the auditor for the field of activities?</p> <p>Include (or reference) documentation that shows that the person(s) mentioned above is competent to do the given function.</p> <p>State whether this person is permanent staff/employed. In the case of contractor, enclose the contract that ensures the availability of the competence.</p>	
<p>2. State who in the board/professional board that is considered to have an overall interest in the given field of activities. State if necessary, why this person is considered to be interested in this field of activities.</p>	
Question	Answer/Enclosure
<p>3. Enclose documentation that shows the certification bodies requirements for professional auditors/experts that is applicable for the field of activities, and some examples of CV that documents competence.</p>	
<p>4. State whether there are any other specific requirements or guidelines that you have to meet for the local authorities or others.</p> <p>If yes, to what extent is the certification body's procedures complying with the relevant requirements and guidelines?</p>	

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5. Include documentation that shows that the field of activities has been evaluated against the requirements or guidelines. His competence must be documented.	
6. Has the applicant certified companies in this field of activities or where parts of the company's activities are within the field of activities? In such cases, and if necessary, give a brief explanation on how these activities are related.	
7. Do you want an assessment of the branch in combination with the next visit? (Combinations is often cost reducing if done in connection with regular visits)	

5. REMARKS / OTHER INFORMATION

Additional information, remarks or other information of relevance for the application. Include also accreditation by other accreditation bodies, accreditation for other areas with other accreditation bodies or application with other accreditation bodies.
