



## QUALITY & ENVIRONMENT

Which of your business activities do you intend to certify? This description will appear on the certificate.

Is the heading "design and development" included in the activities to be certified? (ISO 9001 only)

Core business activities for which no certification is sought.

Principal activities that are not performed on site (sales and marketing, buying, research & development ...).

Site number:

If there are multiple sites, specify the location and the number of staff involved.

## SAFETY

How many sites does your company manage at one time?

How many sites does your company handle a year?

What is the average workforce per site?

Where are the sites located?

## PERSONNEL

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Number of staff participating in the organisation to be certified (to appear in the activity being certified):

Number of staff present on site(s): list by site if necessary

Manager:

Senior executive:

Administration:

Sales:

Design &  
development:

Laboratory / test:

Manufacture / production:

Logistics: storage, dispatch,  
reception:

After sales service:

Other:

Number of teams:

Number of staff working  
normal hours:

Number of staff working  
in 2 shifts

3 shifts

4 shifts

5 shifts

If there are identical production lines:

Number of lines:

Number of workers  
in each line:

## SUPPLEMENTARY INFORMATION

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### Language

Audit language:

Audit report language:

Language for written  
correspondence:

Please enclose the following:

- Organisational chart
- Supplementary information (brochures ...)
- Other:

Desired audit period?:

## CERTIFICATION(S) ALREADY OBTAINED

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Certification(s) and name of certifying body:

Have you used a consultant in the last 3 years?

If yes, please give details:

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Company representative:

Name:

Position:

Date: