

The application form for Management System Certification bodies-ILAS-F021

Applying organisation name	:	_____
Registration number (if applicable)	:	_____
Registered place of business	:	_____
Date of application	:	_____
Applicant name	:	_____

General information

This form is to be used in ILASe of:

- New applications for accreditation (ILAS-F-001),
- Applications for scope extension(s) with an activity or a location (ILAS-F-100).

Where applicable in this form a distinction is made between the requirements for an organisation that is not yet accredited against ISO/IEC 17021-1 and the requirements for an organisation requesting a scope or location extension.

Certification scheme

If the organisation requests accreditation for a new scheme, she shall provide a self-assessment of the scheme.

APPLICATION – CAB PROVIDING CERTIFICATION OF:

ISO 9001

- IAF CODES:

ISO 14001

- IAF CODES:

ISO 50001

ISO 22000

- CATEGORIES:

ISO 45001

ISO 27001

ISO 13485

EN 15224

ISO 22301

ISO 20000-1

ISO 28000

ISO 55001

ISO 18788

ISO 41001

ISO 21001

ISO 20121

ISO 37001

ISO 44001

ISO 21101

ISO 29001

Other management systems (specify:.....)

1 Documents to be submitted with the application

Documents can be offered on paper or digitally. In the last ILASe a clear contents list and a direction of use must be offered.

With this application the following documents must be submitted:

Documents to be submitted	New application for accreditation	Extension of the existing accreditation	
		Within field of activity ¹⁾	Outside field of activity ¹⁾
Proof of registration at the Chambers of Commerce (not older than 6 months); <i>(an official written statement about the identity of a company and (registered) representatives)</i>	√		
An organisation scheme and description of your organisation structure;	√		√ ²⁾
Quality handbook and general management system procedures;	√		
The internal work procedures and requirements used for certification;	√	√	√
Report internal audit;	√	√	√
General procedures that have been developed or modified (and not included in handbook);	√	√ ²⁾	√ ²⁾
Competence criteria and qualification procedure;	√	√	√ ²⁾
A cross reference between the requirements ISO/IEC 17021-1 and your quality system according to the model in Appendix 1, if modified;	√	√ ²⁾	√ ²⁾
Modified chapter 1 of the report part A for this accreditation;			√
An example of a certificate;	√	√	√
Self-assessment of the certification scheme ;	√ ²⁾	√ ²⁾	√ ²⁾
Report of management review.	√	√ ³⁾	√ ³⁾

¹⁾ see annex 1 of ILAS-R-001 'Policy rule for the field of Activities' for field of activity

²⁾ if applicable for this new activity

³⁾ for this new activity

⁴⁾ If the specific version of the scheme concerning the application is part of the list of schemes the ILAS can provide accreditation for, a request for scheme evaluation is not applicable

APPENDIX 1 Model cross reference list ISO/IEC 17021-1: 2015

Criterion	Body's documents (name, code, date)
5	
General requirements	
5.1	Legal and contractual matters
5.2	Management of impartiality
5.3	Liability and financing
6	
Structural requirements	
6.1	Organizational structure and top management
6.2	Operational control
7	
Resource requirements	
7.1	Competence of personnel
7.2	Personnel involved in the certification activities
7.3	Use of individual external auditors and external technical experts
7.4	Personnel records
7.5	Outsourcing
8	
Information requirements	
8.1	Public information
8.2	Certification documents
8.3	Reference to certification and use of marks
8.4	Confidentiality
8.5	Information exchange between a certification body and its clients
9	
Process requirements	
9.1	Pre-certification activities
9.2	Planning audits
9.3	Initial certification
9.4	Conducting audits
9.5	Certification decision
9.6	Maintaining certification
9.7	Appeals
9.8	Complaints
9.9	Client records
10	
Management system requirements for certification bodies	
10.1	Options
10.2	Option A: General management system requirements
10.3	Option B: Management system requirements in accordance with ISO 9001