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| Sheet-No.: |  | of |  | Sheets |

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| --- | --- | --- | --- | --- | --- | --- |
| **Certified Body:** |  | | | | | **G[[1]](#footnote-1)** |
| **Certification Standard:** (certification program) |  | | | | |  |
| **Certificate issued on:**  **Validity:** |  | | | | |  |
| **Scope of the Certificate** |  | | | | |  |
| **EA-scopes:** |  | | | | |  |
| **Complexity (QMS, UMS, OHSAS, …)** |  | | | | |  |
| **Customer data** |  | | | | |  |
| **Offer, Contract** |  | | | | |  |
| **Phase:** | Initial | 1st Surveillance | | 2nd Surveillance | Re-Certification |  |
| **Number of Candidates (passed/ failed):** |  | | | | |  |
| **Man-days calculatione** | Documented and traceable | |  | | |  |
| No. of Personnel | |  | | |  |
| No. of Sites | |  | | |  |
| No. of Shifts | |  | | |  |
| Reduction/Increasement | |  | | |  |
| Calculated Duration | |  | | |  |
| **Auditors/Experts** |  | | | | |  |
| **Audit plan** |  | | | | |  |
| **Audit report** |  | | | | |  |
| **Non-conformities/**  **corrective actions** |  | | | | |  |
| **Certification review and decision** |  | | | | |  |
| **Results** |  | | | | |  |
| **Remarks: (if necessary, use the back side)** | | | | | |  |

|  |  |  |  |  |  |  |  |
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|  | | Signature[[2]](#footnote-2): | | |  | | |
| Place: |  | | Date: |  | | Name: |  |

1. **G** = Grading: **1**: **No** non-conformity, **2**: **Non-critical** non-conformity **3**: **Critical** non-conformity [↑](#footnote-ref-1)
2. Fill in the name of the assessor irrespective if the form is used electronically or handwritten. [↑](#footnote-ref-2)