



Accreditation Application
ISO/IEC 17011:2017

(Please type or write clearly in block letters)

(This form must be returned with two copies of a duly executed Accreditation Agreement (NAAB AA-1))

1. CONTACT DETAILS

Organization	
Address (Physical)	
Address (Mail)	
Telephone	
Email	
Website	
Contact person	
Position within the organization	
Type and Nature of business.	
Does your organization operate on several sites	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
If yes, please provide details.	



2. ORGANIZATION DETAILS

Indicate the Legal Status of your organization (List and attach the Legal Instrument and other regulatory requirements including licenses that apply to your organization)			
Total Number of Staff	Technical Staff		Non-Technical Staff
List the conformity Assessment Services offered			
Are your conformity Assessment activities part of a larger organization	Yes: <input type="checkbox"/> No: <input type="checkbox"/>		
If yes, specify other organization activities			
Are key activities carried out at other locations / sites other than at the physical location stated above?			
List all the tests, calibrations or inspections fields / ranges or certifications(including codes) that your CAB engages in whether subject for accreditation or not			
Previous Accreditation held (State the scope of accreditation, year accredited and the Accrediting body)			
Current Accreditation held (State the scope of accreditation, year accredited and the Accrediting body)			
Indicate the Conformity assessment Standard to which you are seeking accreditation.			



3. SCOPE OF ACCREDITATION.

Please indicate below the scope/field to which you are seeking accreditation for guidance if required.

Certification (MS) (17021-1) (QMS)	No.	Management System Sub-scope	Technical Cluster	Description of Economic Activity	Critical Code	No. of Certifications	No of Auditors



4. SUBMISSION OF DOCUMENTS

Cross-reference matrix of internal documents against the Normative standard.	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Quality Manual (Where applicable)	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Management System Policies and Procedures	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Test/Inspection/Certification Methods/Procedures	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
CV's of proposed Technical Signatories, certificates & competence profiles	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Copies of current licenses of practice for regulated professions (<i>Medical, Engineers, etc.</i>)	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Evidence of PT / ILC	Yes: <input type="checkbox"/> No: <input type="checkbox"/> N/A: <input type="checkbox"/>
Status of legal entity (Certificate of incorporation / Act of Parliament / Legal Notice/ Trust deed, etc.)	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Other Regulatory / Industry Requirements (Current Licenses / certificates)	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Assessment Fee of \$500 paid	Yes: <input type="checkbox"/> No: <input type="checkbox"/>



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5. Declaration

I/We hereby declare that the above information is correct. I/We agree to abide with the terms and conditions of accreditation as stated in the accreditation agreement and any other amendments as well as regulations that NAAB may determine from time to time.

Name	
Organization	
Designation	
Signature	
Date	



6. Review by NAAB

Application form complete?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Application fee of \$250 payment confirmed?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Applicable documents seen?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Applied Scope confirmed?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Adequacy of resources confirmed?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Explain any No response and Action	
Reviewed by.	
Designation	
Signature	
Date	

End



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Rev. No.	Date	Reason for Revision
1.0	November 17, 2019	<ul style="list-style-type: none">• New
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