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|  | UGANDA NATIONAL BUREAU OF STANDARDS CERTIFICATION SCHEME | Document No: CERT/SC/F03 | |
| | | Effective Date: 5/12/2019 | |
| Document Title: | APPLICATION FORM FOR SYSTEMS CERTIFICATION | Issue No: 02 | Rev. 03 |

ANNEX - REQUISITE ATTACHMENTS

QUALITY MANAGEMENT SYSTEMS (ISO 9001:2015)

*Please mark **Y** (for attached) or **N** (for not attached) in the space provided*

| SNo. | Requisite Attachment | Client | Official UNBS Use |
|------|--|--------|----------------------|
| a) | Scope of the Quality Management System | | |
| b) | Quality Manual (if available) | | |
| c) | Quality Policy | | |
| d) | Quality Objectives | | |
| e) | Business Processes Identified, their interactions and evidence to support operation of processes. | | |
| f) | Evidence of identification of risks and opportunities | | |
| g) | Planned actions to address risks and opportunities | | |
| h) | Evidence of competence of technical persons (name, qualification and job) | | |
| i) | Evidence of Internal audits carried out (results of internal audits) | | |
| j) | Evidence of management reviews carried out (results of management reviews) | | |
| k) | Any other maintained and or retained documented information relevant to ISO 9001:2015 determined by the organization as being necessary for the effectiveness of the Quality Management System | | |
| l) | A copy or photocopy of Certificate of Incorporation or registration | | |
| m) | Names of top management | | |
| n) | A signed Certification Agreement (CERT/F15) | | |

NOTE: It is important that documentation is proportional to the level of complexity, hazards and risks concerned and is kept to the minimum required for effectiveness and efficiency of the organization's management system.