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| **Application for accreditation to certification of persons** |
| Name of Certification body (CB) |  |
| Legal entity and type of company of which CB is part |  |
| VAT no. |  |
| EAN-no. (Danish State institutions only) |  |
| CB’s main address |  |
| Contact person |  |
| Telephone |  |
| Contact persons e-mail |  |
| *Invoicing, fill in if different from above* |
| Invoice address |  |
| Contact person |  |
| E-mail |  |
| Additional addresses from where certification activities within the applied area are carried out |  |
| CB’s relation with parent company and other related companies |  |
| Other applied, current or previous approvals/ accreditations |  |
| Other activities carried out by the CB |  |

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| Applied accreditation area |
| Certification of persons for conformity with (Standards or other normative documents specifying requirements for qualifications) |  |
| Activities to be covered by the qualifications |  |
| Other limitations |  |

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| EU-directives to be covered by the accreditation |
| Directive no. | Directive annex no. | Products (list can be enclosed) | Harmonised standards |
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| **Additional remarks** |
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| **By signing this application form it is declared that:** 1. The CB is informed of the rules for accreditation and accepts to meet the criteria and conditions for accreditation in the application process and when granted accreditation. A list of the applicable criteria and general terms are published on DANAK’s website and the CB will be informed about changes. Any special conditions will appear in DANAK’s letter of decision on accreditation. The present criteria and general conditions are listed in the following documents:
2. DS/EN ISO/IEC 17024 Conformity assessment – General requirements for bodies operating certification of persons
3. Statutory order no 913 of 25 September 2009 on accreditation of companies
4. DANAK accreditation regulation AB 1: General regulation on accreditation of companies
5. DANAK accreditation regulation AB 2: DANAK’s accreditation mark and reference to accreditation
6. DANAK Accreditation regulation AB 6: Accreditation to certification
7. The CB will provide all information and documentation necessary for DANAK’s evaluation of the application and a following accreditation in accordance with the terms listed in item 1
8. The CB will give DANAK’s assessment team access to all relevant locations and upon request arrange surveillance of the CB’s practical performance of certification of their clients. When accreditation has been granted it shall be a part of the CB’s contractual agreement with their clients, that DANAK has access to monitor the practical performance of certification
9. DANAK’s assessment team has access to all personal involved in the applied or accredited services
10. Fees will be paid according to DANAK’s prices for accreditation
11. The quality manual /system documentation describing how the CB meet the requirements listed in item 1 is enclosed and that changes currently will be sent to DANAK – or that DANAK has received access to updated editions of the documents and regularly will be informed of changes
12. Documentation for the personnel’s professional competence is enclosed. If the documentation is substantial, it can be arranged that DANAK receives examples
13. The CB accepts after any termination of the accreditation to meet the criteria and terms listed in item 1, which are valid after termination as e.g. requirements on confidentiality and filing.
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| Signature of responsible representative of the applying company |
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|   | Place |  | date |  |
|  |  |  |
|  | Title and name (capital letters) |  |
|  |  |  |
|  | Signature |  |
| Send to: DANAK@DANAK.DK |

For DANAKs internal use:

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| Sagsområde |  |
| Kortnavn (16 karakterer) |  |
| Behov for angivelse af afdeling (fælles for alle adresser) |  |
| Udpeget LA |  |
| Ansvarlig for udpegning af LA |  |