**APPLICATION - INFORMATION ABOUT THE CERTIFICATION HELD**

***After completing the Application by the CUSTOMER - proprietary information, are used only for the***

***valuation of the transfer of certification***

|  |  |
| --- | --- |
| **POLISH CENTRE FOR TESTING AND CERTIFICATION**469 Puławska Street; 02-844 Warsaw+48 22 464 52 00 / e-mail: pcbc@pcbc.gov.pl | **MANAGEMENT SYSTEM CERTIFICATION DEPARTMENT**e-mail: sprzedaz@pcbc.gov.pl |

**MANAGEMENT SYSTEMS CERTIFICATION**

1. **ORGANIZATION**

|  |  |
| --- | --- |
| Name of the Organization according to the registration document |       |

1. **CERTIFICATION HELD - IN ADDITION TO PCBC**

|  |  |  |
| --- | --- | --- |
| [ ]  ISO 9001 | [ ]  ISO 13485 | Others:       |

|  |  |
| --- | --- |
| Scope of certification (description of activities covered by the certified system to date): |       |
| Certification includes | Headquarters: YES[ ] NO[ ] Branches: YES [ ] NO [ ]  Branch locations (cities):        |
| Reasons for changing the certification body |       |

|  |  |  |  |
| --- | --- | --- | --- |
| CERTIFICATION STATUS | YES | NO | N/A |
| 1. | The certification held is valid and accredited; Comment on the answer NO       | [ ]  | [ ]  |  |
| 2.  | There are proceedings pending against the certification in question to revoke, limit, suspend or cancel it; Comment on the answer YES       | [ ]  | [ ]  |  |
| 3. | During the period of validity of the certificate held, there were complaints, reported to the existing Certification Body; Comment on the answer YES       | [ ]  | [ ]  |  |
| 4. | Date and type of last audit (initial certification / surveillance I / surveillance II / recertification): date:      ; type:        |
| 5. | During the last audit of the existing Certification Body, non-conformities were formulated; Comment on the answer YES       | [ ]  | [ ]  |  |
| 5.1. | All nonconformities are closed, as a result of the necessary actions takenComment on the answer NO       | [ ]  | [ ]  | [ ]  |
| 6. | The certification in question is under investigation by regulatory authorities for legal compliance; Comments on the answer YES       | [ ]  | [ ]  |  |
| REQUIRED DECLARATIONS AND ATTACHMENTS | YES |  |  |
| 7. | Copies of valid management system certificate(s)Number(s) of certificate(s):       | [ ]  |  |  |
| 8. | I confirm that after signing the Certification Agreement with PCBC S.A., I will authorize PCBC S. A. to request from the existing Certification Body the required documents and information for the transfer of certification, i.e.: confirmation of certification status; Current Cycle Reports; Certification Program; status of all unclosed non-conformities, complaints filed and actions taken. | [ ]  |  |  |
| 9. | I confirm that I have been informed that in the event that PCBC S.A. does not receive audit reports or if the audit of the existing Certification Body is overdue or major non-conformities are found not to be closed, then the certification cannot be transferred and the time and cost of the audit at PCBC S.A. will be recalculated as for the initial certification. | [ ]  |  |  |

1. **APPLICATION SUBMITTED BY**

|  |  |  |
| --- | --- | --- |
| Name and surnameApplicant |       |      Company seal / Full company name |
| Date and signature of the applicant |       |

1. **REGISTRATION OF THE APPLICATION – TO BY FILLED IN BY THE PCBC**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Person verifying the Application in the PCBC

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| PCBC | BCO |  |  |  |

 no. month year  |

**The Controller of your personal data is POLSKIE CENTRUM BADAŃ I CERTYFIKACJI S.A.**

**(POLISH CENTRE FOR TESTING AND CERTIFICATION), 469 Puławska St., 02-844 Warsaw, hereinafter referred to as PCBC.**

Fulfilling the obligation arising from the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27.04.2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation) hereinafter referred to as GDPR - please be informed that:

**The Controller will process your data for the purposes of:**

* if you are a applicant, your personal data indicated in the initial part of the application addressed to PCBC will be treated as data necessary to prepare an offer to conclude a certification contract or extend the validity of the certificate and their provision is mandatory in order to determine and verify your identity, and thus document the contract concluded in writing (legal basis Article 6.1.b of the GDPR)
* if you are a person representing the applicant indicated in the introductory part of the application, your data will be processed for the purpose of determining and verifying the entitlement to represent the entity (legal basis Article 6.1.f of the GDPR),
* if you are a person designated by the applicant indicated in the initial part of the application for contacts in connection with the submitted application, your data will be processed in order to properly recognize this application and ensure ongoing contact during its consideration (legal basis for processing (legal basis for processing - Article 6.1.f  of the GDPR),
* in order to possibly determine, pursue or defend claims related to the business activity conducted by PCBC (legal basis - Article 6.1.f of the GDPR).

Your personal data may be disclosed to entities authorized by law, e.g. control and supervisory authorities.

Your personal data may also be disclosed to processing entities in connection with the performance of contracts concluded by PCBC S.A., under which they have been entrusted with personal data processing, including e.g.: IT service providers, companies providing legal services, external auditors.

**How long will we process your data?**

Your personal data will be processed for the duration of the examination of the application and for archiving purposes specified in specific regulations such as the Act on the National Archival Resources and Archives.

**What are your rights?**

You have the right to:

* access your personal data and receive a copy of the personal data undergoing processing;
* rectify your incorrect data;
* request the deletion of data (the right to be forgotten) in the event of circumstances provided for in Article 17 of the GDPR;
* request the restriction of data processing in the cases indicated in Article 18 of the GDPR;
* object to the processing of data in the cases indicated in Article 21 of the GDPR;
* transfer your data, in accordance with Article 20 of the GDPR.

If you believe that personal data is processed unlawfully, you may lodge a complaint with the supervisory body (UODO, Stawki 2, 00-193 Warsaw).

**Contact**

If you need additional information related to the protection of personal data or exercise your rights, please contact: Data Protection Officer: iod@pcbc.gov.pl POLSKIE CENTRUM BADAŃ I CERTYFIKACJI S.A. (POLISH CENTRE FOR TESTING AND CERTIFICATION), with its registered office in Warsaw (02-844) at 469 Puławska Street.