

Approved by: Managing Director



PSA

Document Title : Application Review Procedure- F1

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Version number	Description of changes	Date of Approval
#1	First edit	April



**Subject: Application Review Procedure- F1**

Application Review form 1		
Item		Confirmation of Program manger
A	Sufficient information has been gathered to begin the evaluation process.	
B	Any differences in understanding are resolved.	
C	The desired scope of certification is clearly defined.	
D	competence and capability to perform all of the evaluation and certification activities.	
E	Have had their certificate withdrawn within the last 2 years.	
F	Have had their certificate suspended within the last 6 months	
G	Organizations seeking certification shall have been in operation for no less than eighteen months (18) or one product cycle, whichever is less	
H	Prior to accepting an application for group certification, the PSA's documented procedures for conducting group certification have been assessed during a desk review or an on-site audit.	