



GUYANA NATIONAL BUREAU OF STANDARDS

APPLICATION FORM FOR PRODUCT CERTIFICATION.

SECTION A: GENERAL

Application for permit to use the Guyana Standards Mark for product conformity or certification under the authority of the GNBS Standards Act, No. 11, 1984.

Name of Company:

Full name of Business

Address:

Phone #: _____ **Fax#:** _____

E-mail Address: _____

Contact Person: _____

Is the company registered with the office of registration to operate a business?

If “Yes”, Please attach a copy of the registration.

I/We hereby apply for permit to use the GNBS Standards Mark in relation to the product mentioned below.

CS1101R5F3a

SECTION B: PRODUCT DETAILS

Description of Product	Brand Name	Type/Size/Grade/Style	Related Guyana Standard

SECTION C: PRODUCTION INFORMATION (For product to be certified)

Please indicate sales level for last year, and estimates for the current year, in respect of the product for which certification is being sought.

Year (Jan 01-Dec 31)	Amount of Sales
200 -----	
200 ----	

Is the product exported? Yes No

If yes, please indicate to which country (ies). _____

RAW MATERIALS/COMPONENTS

Materials Purchased	Source	Related Standards/Specifications

CS1101R5F3b

SECTION D: QUALITY SYSTEM

Do you have a quality system? Yes No

If “yes” please indicate compliance with company standard
 ISO 9000
 HACCP

Other, please specify _____

Are procedures documented? Yes No

Are procedures fully implemented? _____

If no, when will procedures be fully documented and implemented?

Month _____ Year _____

SECTION E: TESTING FACILITIES

Are testing facilities available in the factory. Yes No

List of testing and inspection equipment available are:

Type of Equipment	Maintenance and Calibration status

SECTION F: MANUFACTURING EQUIPMENT DETAILS

Please indicate the manufacturing equipment used in the production process:

Manufacturing Equipment	Maintenance status

SECTION G: EMPLOYEES

Please give details of the number of employees in the following departments:

Total in company _____

Total in quality department _____

Total in production department _____

Is there an organizational chart in place? Yes No

SECTION H: OTHER INFORMATION

Please give details of working hours.

Please give details of any approval granted by other certifying bodies.

Please identify any Trade Associations of which the company is a member.

Please state if the manufacturing process is being regulated by an agency.

If yes, please indicate which agency.

SECTION J: DECLARATION

I/We agree to extend to the Guyana National Bureau of Standards (GNBS), access to all facilities at our command for carrying out testing and inspection at our factory. We also agree to pay all expenses for any testing and inspection to be done independently, as may be required by the GNBS.

I/We agree to pay the certification fee as prescribed by the GNBS, as applicable from the date of issue of the certificate.

I/We undertake to put into operation any scheme of inspection and testing (STI) advised by the GNBS in order to ensure conformity of the product to the relevant Guyana Standard.

I/We undertake to supply credible information in the Application Form. If this information is found to be wrong, this application for certification of product may be rejected.

Should the certificate be granted, and as long as it will remain operative, I/we hereby undertake to abide by all terms and conditions for the maintenance and withdrawal/ cancellation of certification. In the event of the certificate being suspended or cancelled, I/ we also undertake to cease with immediate effect to use the Standards Mark on the product covered by the certificate and to withdraw all relevant advertising matters as it relates to the certificate granted.

Signed: _____

Name in block letters: _____

Position: _____

For & behalf of: _____

Company Stamp

Dated this _____ day of the month of _____, of the year _____ .