

National Quality Awards Application Form



ISO 9001:2015 CERTIFIED
ISO/IEC 17025:2017 ACCREDITED

NATIONAL QUALITY AWARDS PROGRAMME

APPLICATION FORM

Information provided to the Guyana National Bureau of Standards will be treated with the strictest confidence and will only be used for the application, assessment and evaluation processes of the National Quality Awards Programme.

- 1) Name of Organisation:
- 2) Address of Organisation:
- 3) Name of Primary Contact: Designation:
Tel. #: Email Address:
- 4) Name of Alternative Contact: Designation:
Tel. #: Email Address:
- 5) Date of Application:
- 6) Type of Enterprise:
 Manufacturing Service Small Business (Service)
 Small Business (Manufacturing) Agro processing
- 7) Number of Employees in the company _____
- 8) How long has your company been in operation? _____ Years
- 9) Do you have a Tax Compliance Certificate for the company? Yes No
- 10) Is the company registered with the Deeds Registry? Yes No.
- 11) Is the company National Insurance Scheme Compliant? Yes No.
- 12) To what sector (s) of the economy does your organisation belong?
 Health Agricultural Mining Tourism Industrial Financial
 Construction Educational Other: _____
- 13) Is the enterprise a subsidiary or franchise of a larger organization and/or international organisation?
 Yes No
- 14) Type of Award for which your organisation is vying:
 Manufacture Award for Quality Service Award for Quality
 Small Business Award for Quality Agro Processers' Award for Quality
- 15) List two reasons for applying for this award:
(i) _____
(ii) _____
- 16) List the products manufactured or services offered by your organisation:

17) To which market (s) does your organisation supply products and/or services?

- Local Overseas Both

18) Is your organisation currently implementing the requirements of any national or international standard?

- Yes No

If yes, what is the name of the standard?

19) From the following, please indicate which manuals/relevant documents are being used by your organization.

- Quality Manual/Policy Manual Best Practices Manual
 Documented Standard Operating Procedures Good Agro Processing Manual

If none, please indicate what guidelines are used?

20) Is your organisation currently employing at least 50 percent Guyanese?

- Yes No

Please note that by signing and submitting this application form to the GNBS, you are agreeing to the following:

- **The aforementioned information provided is true and correct.**
- **For any justifiable reason your application can be rejected**
- **You will permit, facilitate, and cooperate with a team of assessors during a systems audit of your organisation.**

Application and award fees to participate in National Quality Awards are:

- Manufacturing and Services - \$10,000
- Small Business (Manufacturing & Services) - \$5,000
- Agro Processing- \$5,000

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NAME OF ORGANISATION REPRESENTATIVE

.....
DATE

.....
SIGNATURE OF ORGANISATION REPRESENTATIVE

| | |
|---|---|
| <u>Official Use Only</u> | |
| Date Received: | |
| <input type="checkbox"/> Participation approved | <input type="checkbox"/> Participation not approved |
| Remarks: | |
| | |
| Signature of NQA Representative: | |
| Date: | |