

MTIC INTERCERT INDIA PRIVATE LIMITED

No. 116, 2nd Floor, 11th Cross, 3rd Main Road, Margosa Road,
Malleswaram, Bengaluru – 560 003.
Tel: 080-41285610, Fax: 080-41285609

Application to MTIC InterCert India Private Limited for a Quotation for AS 9100 D:2016 & ISO 9001:2015 Registration (NABCB)

Please Note: AS 9100D:2016 Certificate shall be issued by MTIC, only after getting Accreditation granted from NABCB.

Company :	
Separate Application In case Two Different Companies are Operated by Same Management.	
Address :	
Post Code :	
Tel :	Ext
Fax	Email :
New Certification ☐	Re-Certification ☐
Transfer Certification ☐	Revision of Certificate ☐
Certification structure as per AS 9104/1 for AQMS (Please refer certification structure Pg 5 of 7)	☐ Single site ☐ Multiple site ☐ Campus Site ☐ Several Site ☐ Complex Site
Please indicate if you have any special processes as defined in standard like plating, painting, heat treatment, welding, soldering, crimping etc.)	☐ Yes ☐ No If yes, give details
Please indicate if security or confidentiality clearance is necessary for MTIC auditors/Accreditation Body auditors/IAQG observers carrying out assessment duties anywhere within your organization	☐ Yes ☐ No
Please list any classified material, export control requirements, security and/or access restrictions regarding your organization	
<u>Top Management</u>	
Name :	Title :
<u>Number of Sites</u> :	
(details of additional sites i.e. location/activities to be submitted on a separate sheet)	

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Principal Products or Services provided by the Company
Main Processes :
Materials Used :
Scope for Certification (what do you do?)
Details of consultant if used :
Does your Organisation conduct any activities on clients' sites? ☐ YES ☐ NO If YES list activity
Does your organisation's Documented Information fully address AS 9100D:2016 & ISO 9001:2015? ☐ YES ☐ NO
Does Organisation determines any requirements of AS 9100D:2016 & ISO 9001:2015 as NOT APPLICABLE ☐ YES ☐ NO If YES which are those and how are they justified? If YES, Provide Justification for NOT APPLICABLE requirements of AS 9100D:2016 & ISO 9001:2015.
Are there any externally provided processes (Outsourced)? If so, please detail them
Is the English language spoken by all staff, if not what other languages will we require to understand when doing the assessment?
Enclose applicable Statutory and Regulatory requirements (For each site of Operations) (GST Registration Certificate /Shops and Establishment/ ROC for address required on Certificate)
Company Employees

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Note: Associated Employees to Aviation, Space & Defense Industry

Category/Description (e.g., Sales/Design, Manufacturing, Admin, Service – Department & shift wise manpower)	Permanent Employees Number	Temporary Employees Number	Shifts			
			G	I	II	III
Sales/Marketing						
Production						
Quality						
Purchase & Stores						
Human Resources						
Design						
Installation/ Commissioning						
Maintenance/ Service						

TOTAL NUMBER

Multi-Site Details:

Sites	Address	Manpower	Shift	Scope	Process	Products
Site 1						
Site 2						
Site 3						

No. of Shifts Operated	Shift Timings
	General
	1 st Shift
	2 nd Shift

Exclusive Process only in night shift/ seasonal based/ Temporary Sites:

Previous Year Turnover _____

- 1) Do you like to include your company LOGO in the Certificate : Yes / No
2) Interested to go for QMS, EMS & OH& S Management Systems along with AQMS:
Yes / No

Customer Sign :

Position :

Date :

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BUSINESS DYNAMICS INFORMATION

Name of the organization:

Business	Organization Revenue		Personnel Numbers		Organization Shift Patterns
	Revenue (Optional)	% of Total Revenue	F/P/T*	% of total workforce	Number of Employees E/D/L/N**
Aviation					
Space					
Defense					
Other					

*F=Full Time, P = Part Time, T=Temporary**E=Early Shift, D=Day Shift, L=Late Shift, N=Night Shift

List of Major Current (C) / Potential (P) / Aviation, Space and Defense Major Customers			
Customer	Location	Contact	% of Business

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Certification Structure

Single Site	Multiple Site	Campus	Several Site	Complex
☐ An organization that operates at one site.	☐ An organization having an identified central function and a network of sites at which activities are fully or partially carried out.	☐ An organization having an identified central function and a decentralized, sequential, linked product realization process.	☐ An organization having an identified central function and a network of sites that do not meet the criteria for a multiple site or campus organization.	☐ An organization having an identified central function and a network of locations that are any combination of multiple sites, campus (can be more than one campus), or several sites.
☐ Eligibility Criteria:	All sites must be doing substantially the same thing.	☐ Eligibility Criteria:	☐ Several sites are listed on the same certificate.	☐ Eligibility Criteria:
☐ Stand-alone self-supporting organization, with no value stream dependencies from related companies, operating under the same quality management system.	Eligibility Criteria:	☐ All sites shall have a legal or contractual link with the central office.	☐ Eligibility Criteria:	☐ All sites shall have a legal or contractual link with the central office.
☐ One address	☐ All sites shall have a legal or contractual link with the central office.	☐ One AQMS with central control, management review, and internal audit.	☐ All sites shall have a legal or contractual link with the central office.	☐ One AQMS with central control, management review, and internal audit.
	☐ One AQMS with central control, management review, and internal audit.	☐ Central office can require other sites to implement corrective action.	☐ One AQMS with central control, management review, and internal audit.	☐ Central office can require other sites to implement corrective action.
	☐ Central office can require other sites to implement corrective action.	☐ Central collection and analysis of data, with the ability to initiate organizational change	☐ Central office can require other sites to implement corrective action.	☐ Central collection and analysis of data, with the ability to initiate organizational change.
	☐ Central collection and analysis of data, with the ability to initiate organizational change.	☐ The outputs from one site are an input to another site to realize the final product or service, a single value stream.	☐ Central collection and analysis of data, with the ability to initiate organizational change	☐ Overall structure contains combinations of multiple sites, campus (can be more than one campus), or several sites.
	☐ Complies with IAF MD 1, "Multi-site Organization" definition and eligibility requirements.	☐ Can be dissimilar processes at different sites or of sites that contribute to same overall product or service	☐ Processes at each of the sites are not substantially similar (i.e., <80% similar).	☐ Requires IAQG OPMT approval of rationale, justification, audit duration, calculations, audit program, and sampling plan.
	☐ All AQMS processes at all sites have to be substantially (i.e., >80%) the same and are operated to the same methods and procedures.	☐ More than one product or service may be provided they are substantially products or services. (Le., >80%) the same (e.g., a family of products) and realized through the same methods and procedures.	☐ Processes may be operated to the same or different methods and procedures that are controlled through one common quality management system.	☐ One address per site and campus.
	☐ Some sites may conduct fewer processes than others.	☐ One address per campus	☐ Sites realize different products or services	
	☐ Sampling per IAF MD 1 will only be allowed for 9120 certifications, with defined geographic limitations.		☐ One address per site.	
	☐ One address per site.			
☐ Single Certification Structure Selected	☐ Multiple Certification Structure Selected	☐ Campus Certification Structure Selected	☐ Several Site Certification Structure Selected	☐ Complex Certification Structure Selected

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The organization has supplied the following supporting documentation as necessary to support the certification structure in accordance with AS9104/1.

Client Name:	Certification Structure:
Central/Headquarters Office:	Intended Scope:
List additional site addresses (if applicable):	Intended Scope:
List additional site addresses (if applicable):	Intended Scope:
List additional site addresses (if applicable):	Intended Scope:
List additional site addresses (if applicable):	Intended Scope:
List additional site addresses (if applicable):	Intended Scope:

The organization has supplied the following supporting documentation as necessary to support the certification structure in accordance with AS9104/1.

Client Name:	Certification Structure:

Evidence/Comments: Approved

MTIC Authorised Signatory

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MTIC InterCert India Private Limited Administration Review		
Application completed satisfactory?		
Comments		
Within MTIC accredited scope?		
Comments		
Ready for Stage One		
Comments		
Ready for Stage two		
Comments		
Auditors available?		
Comments		
Is the scope statement clearly defined?		
Comments		
Need to contact client to discuss revisions to enquiry?		
Comments		
Produce Quotation or regret letter and submit to client		
Reviewed by (Name):	Signature:	Date: