|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Application Date: {app\_date}** | | | | | |  | | | | | | | | | | | | | **Ref No**: {ref\_no} | |
|  | | | | | |  |  | | | | | | | | | | | |  | |
| **Company Name**: | | | | | |  | | {company} | | | | | | | | | | | | |
| Address : | | | | | |  | | {address} | | | | | | | | | | | | |
| Site (if any): | | | | | |  | | {site} | | | | | | | | | | | | |
| **No. of Employees**: | | | | | |  | | {no\_emp} | | | | | | | | | | | | |
|  | | | | | |  | |  | | | | | | | | | | | | |
|  | | | | | |  | |  | | | | | | | | | | | | |
|  | | |  | | |  | | | |  | |  | | | | | |  | | |
|  | | | | | |  | | | | | | | |  | | | | | | |
| **Scope**: | | | | | | **{scope}** | | | | | | | | | | | | | | |
| **Consultancy Organisation:** | | | | | | {consult\_org} | | | | | | | | | | | | | | |
| **Are Documented informations available:** | | | | | | {doc\_info\_avail} | | | | | | | | | | | | | | |
|  | | | | | |  | | | | | | | | | | | | | | |
| **NACE/EA Code/ Sectors** : | | | | | | {nace\_ea\_code} | | | | | | | | | | | | | | |
| ISO 9001 | | | | | | | | | ✔ ISO 14001 | | | | | | | | ✖ ISO 45001 | | | |
| Risk: ✖ H, ✖ M, ✖ L | | | | | | | | Risk ✔ H, ✖ M, ✖ L | | | |
| ISO 22000 | | | | | | | | | ✖ ISO 50001 | | | | | | | | ✖ ISO 27001 | | | |
| Risk ✖ H, ✔ M,✖ L | | | | | | | | Risk ✖ H, ✖ M, ✔ L | | | |
| First certification | | | | | | | | | ✔ Transfer from another Certification Body | | | | | | | | ✖ Renewal | | | |
| **Reason of the transfer to QCPL from another CB**: {transfer\_reason}  **QMS, NCRs reviewed and audit approved Y/N if N give reason :** | | | | | | | | | | | | | | | | | | | | |
| **Is the QCPL scope covered by accreditation:** | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | |
|  | ✖ YES | | | | | | | | | | | | | | | | | | | |
|  | ✔ NO | | | | | | | | | | | | | | | | | | | |
| **Verified that there is no threat to impartiality:** | | | | | | | | | | | | | | | | | | | | |  |
|  | | | | | | | | | | | | | | | | | | | | |
|  | | | ✔ Yes |  | | ✖ No | | | | | | | | | |  | | | | |
| **Verified that persons qualified in the NACE Code is/ are available:** | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | |
|  | | ✖ Yes | |  | | ✔ No | | | | | | | | | | | | | |  |
|  | | | | | | | | | | | | | | | | | | | | |
| **Suggested Auditors:** | | | | | | | | | | | | | | | | | | | | |
| **Review of changes in Client Organisation(Surveillance/ Recertification): {change\_review}** | | | | | | | | | | | | | | | | | | | | |
| **Consideration for calculating man-day:** | | | | | | | | | | | | | | |  | | | | | |
| 1. Temporary Sites audit | | | | | | | | | | | | | | | ✖ Yes ✔ No ✖ N/A | | | | | |
| 1. Outsourced Process | | | | | | | | | | | | | | | ✖ Yes ✖ No ✔ N/A | | | | | |
| 1. Shift audit | | | | | | | | | | | | | | | ✖ Yes ✔ No ✖ N/A | | | | | |
| If yes: Number of Shifts | | | | | | | | | | | | | | |  | | | | | |
| No of Persons in each shift | | | | | | | | | | | | | | |  | | | | | |
| Activities carried out in each shift | | | | | | | | | | | | | | |  | | | | | |
| Plan to cover the shifts | | | | | | | | | | | | | | | □ Initial/ □ Surveillance 1/□ Surveillance2 | | | | | |
| 1. Seasonal Production time | | | | | | | | | | | | | | | ✖ Yes ✖ No ✔ N/A | | | | | |
| 1. Contract/ Temporary employees | | | | | | | | | | | | | | | ✖ Yes ✔ No ✖ N/A | | | | | |
| 1. Language | | | | | | | | | | | | | | | {language} | | | | | |
| 1. Safety | | | | | | | | | | | | | | | {safety} | | | | | |
| **AUDIT MANDAY** | | | | |  | | | **Required** | | | **Apply** | | **Manday calculation:** {mand\_calc} | | | | | | | |
| Stage I | | | | |  | | | {s1\_req} | | | {s1\_app} | | **Justification for reduction/increase:** {just\_inc\_dec} | | | | | | | |
| Stage II | | | | |  | | | {s2\_req} | | | {s2\_app} | |
| Surveillance | | | | |  | | | {su\_req} | | | {su\_app} | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Based on the above QCPL has competence to carry out the certification activity and audit can be undertaken** : | | | | | |
|  | | | | | |
|  | ✖ Yes |  | ✔ No | |  |
| **Application status : Accepted/ Rejected:** {acc\_rej} | | | | | |
| **Remarks:** {remarks} | | | |  | |
| **Reviewer sign:** | | | | **Date: {date}** | |

Annexure (Enms Standard)

**ANNEXURE 1 FOR ENMS:**

**To Calculate the Effective Enms Personnel:**

|  |  |  |  |
| --- | --- | --- | --- |
| S.NO | SECTION | NUMBER | DEPARTMENT/PROCESS |
| 1 | Top management; | 6 |  |
| 2 | Management representative(s); | 01 |  |
| 3 | Energy management team | 7 |  |
| 4 | Person(s) responsible for major changes affecting energy performance | 10 | FMS/MPS/HTP Section |
| 5 | Person(s) responsible for the  effectiveness of the EnMS; | 15  15  30  30  2  15  2  5  2  2  1  5  1 | Electrical Department- 15  EAS- 15  FMS -30  MPS-30  FB-2  HTP-15  QC-2  SPS-5  Stores-2  Mtls- 2  Admin-1  MM-5  P &P-1 |
| 6 | Person(s) responsible for developing, implementing or maintaining energy  performance improvements including objectives, targets and action plans; | 15 | Electrical Department |
| 7 | Person(s) responsible for significant energy uses. | 19 | Electrical /FPS/HTP/MPS |
|  | **TOTAL** | **124** |  |

**REFER THE ENMS PROCEDURE FOR TABLE REFERENCES:**

**The complexity is based on three considerations:**

1. Annual energy consumption-= **27.72 TJ**

2. Number & Name the energy sources (Eg: Natural Gas, Electricity, Diesel) - **3**

* **Diesel Energy**
* **Thermal Energy**
* **Electrical Energy**

3. Number & Mention the significant energy uses - **3**

**Significant Energy Uses are in MPS, FMS, HTP Section**

ISO 50003:2014

The formula to calculate the complexity, *C*, is: 

**Total No Of Energy Consumption:**

**PROCEDURE TO CONVERT THE kWh(Kilowatt hour) To TJ (Terajoule) :**

1 Kilowatt hour [kWh] = 0.000 003 6 Terajoule [TJ]

So X kWh

= 0.000 0036 \* X 7699617

= 27.72 TJ