

Please fill in the questionnaire complete, if necessary supplemented with personal statements, signed, accompanied with substantial records and returned to a QS-Partner. The documents will not be returned. Therefore, it is advisable to send only copies and not original documents. Together with this appointment the forms 207 / 213 and 208 are needed to accept certification personnel.

### 1. This form is for the following:

- EM       QM       other .....  
 Auditor     Reviser    Technical Expert

### 2. Personal information

Title, Name			Photo
First Name			
Date of birth		Nationality(s)	
I am an employee <input type="checkbox"/> My official status is self-employed, I pay all taxes and social contributions myself <input type="checkbox"/> I am not required to pay taxes and social contributions or I am a foreigner <input type="checkbox"/> Document enclosed (Tax no, Number/Passport) .....			

### 3. Contact information ( Please correspond only with private address)

Home address			Tel.	
Zip, City			Fax	
Mobile-Tel.			e-mail	
Company				
Position			Dep.	
Address			Tel.	
Zip, City			Fax	
Mobile-Tel.			e-mail	

### 4. Languages

*(Written and oral knowledge of language must be sufficient for carrying out audit)*

German    Engl.    French    .....   other: .....

### 5. Confirmation

I confirm that the information in this form is truthful and correct. I agree to allow whatever information is necessary to judge my competence to be presented to clients upon request

.....  
Location / Date

.....  
Signature of Applicant

**6. Appointed EA Codes**

Rows A - D „Areas“ pertain to knowledge and the level of knowledge (Basic, Professional, Specialist) etc. according to ISO 14012, item 4 respectively ISO G 66 and ISO 10011-2 under the following aspects (when applicable mark with **B / P / S** and include proof or certificates).

- A) Knowledge resulting from doctorate, university, R&D-responsibilities
- B) Experience resulting from job experience, branch consulting
- C) Legal / official experience resulting from managerial activities, position as a public authority, appointee
- D) Knowledge of norms through experience, advisory activities, managerial experience, norm activities
- E) Audit procedure, -techniques through training and auditing activities for specific fields

EA-Code	Accurate description of branches or fields of activity	Evidence nbr.	Areas				
			A	B	C	D	E

**7. General education** (for areas of activity as per item 1)

Professional training / further education (diplomas)	Field / School	No. of years	Field acc. to item 6

**8. Present occupation**




**11. Auditing activities within the last 3 years** (for areas of activity as per item 1)

(It is sufficient to show the latest 20 audit days for each area, when necessary include supplement papers for analogous information. Please use the following abbreviations:

Function: **LA** lead / sole auditor    **AD** Auditor    **FE** Expert, specialist    **TR** Trainee

Audit type: **ZA** 3<sup>rd</sup> party audit    **PA** Preaudit    **CA** 2<sup>nd</sup> party audit    **IA** Internal audit

Year	Audit days on site	Audited areas	Branch (EA Codes)	Standard	Function	Type

**12. Participation in national / international norm bodies or federations**


**13. Professional publications**


**14. Evidences**

Please number all the evidence papers and reverse them in the table rows "evidence nbr."			
Evidence nbr.		Evidence nbr.	
	Curriculum vitae		Attestation for seminar / courses
	Diploma (University or college)		University or college report
	Certificate of seminar		reference
	Audit list / prove		other: .....



**17. Annex - EA-Code and branch allocation**

Scope	Appellation	Scope	Appellation
1	Agriculture, Fishing	24	Recycling
2	Mining and quarrying	25	Electricity supply
3	Food products, beverages and tobacco	26	Gas supply
4	Textiles and textile products	27	Water supply
5	Leather and leather products	28	Construction
6	Wood and wood products	29	Wholesale and retail trade; Repair of motor vehicles, motorcycles and personal and household goods
7	Pulp, paper and paper products	30	Hotels and Restaurants
8	Publishing companies	31	Transport, storage and communication
9	Printing companies	32	Financial intermediation; real estate, renting
10	Manufacture of coke and refined petro. products	33	Information technology
11	Nuclear fuel	34	Engineering services
12	Chemicals, chemical products and fibres	35	Other services
13	Pharmaceuticals	36	Public administration
14	Rubber and plastic products	37	Education
15	Non-metallic mineral products	38	Health and social work
16	Concrete, cement, lime, plaster, etc	39	Other social services
17	Basic metals and fabricated metal products	Added norm/Dir.	
18	Machinery and equipment	Added norm/Dir.	
19	Electrical and optical equipment	Added norm/Dir.	
20	Shipbuilding	Added norm/Dir.	
21	Aerospace	Added norm/Dir.	
22	Other transport equipment	Added norm/Dir.	
23	Manufacturing not elsewhere classified	Added norm/Dir.	

**17.1 Annex – branch allocation for ISO 50001**

Ranges	Appellation	Ranges	Appellation
EnMS A	industrial energy-management-system	EnMS B	non-industrial energy-management-system

**17.2 Annex – branch allocation for ISO 22000**

Ranges	Appellation	Ranges	Appellation
A	Farming 1 (Animals)	H	Distribution
B	Farming 2 (Plants)	I	Services
C	Processing 1 (Perishable animal products)	J	Transport and storage
D	Processing 2 (Perishable vegetal products)	K	Equipment manufacturing
E	Processing 3 (Products with long shelf life at ambient temperature)	L	(Bio)chemical manufacturing
F	Feed production	M	Packaging material manufacturing
G	Catering		

**17.3 Annex – branch allocation for ISO 28000**

Ranges	Appellation	Ranges	Appellation
IT	IT Security	JU	Jurist
SEC	Security	SC	Supply Chain
FIN	Financial	RI	Risk analysis

The designated operational areas are marked from the certification body with grey shades.

.....  
Location / Date

.....  
Quality Service Zürich Ltd / Date

**To delegate an audit to an auditor, there are at least two witness audits necessary which have to be documented with the form FO 209.**

**Auditor may only be delegated for clients which are in the scope of the auditor according form FO214.**