


<b>BASE STANDARD PROGRAM</b>		
<b>IECQ QC 080000:2005 (Hazardous Substance Process Management (HSPM)) CB APPLICATION FOR ACCREDITATION</b>		
<b>AUTHORITY:</b> ACCREDITATION MANAGER	<b>EFFECTIVE DATE:</b> 22 January 2010	<b>DOCUMENT NUMBER:</b> FA 2023.01

## SECTION 1 – CB’s Name, Contact Information and Processing Fees

CB’s Name		
Address		
City	State/Province	Postal Code
Country		
Name of individual completing the application:		E-mail:
IECQ HSPM Application Fee    \$5,000.00		
<b><i>Fees are payable when purchasing the application.</i></b>		

1. The application, along with all supporting documents, shall be submitted in English.
2. For instructions on the application process, see ANAB’s web site at [www.anab.org](http://www.anab.org) and select Applications.
3. This application shall be obtained through ANAB’s database, Enterprise Quality Manager (EQM), <http://anab.remoteauditor.com> for electronic completion (including all supporting evidence) and submitted to ANAB via EQM.
  - a. Instructions on how to obtain and upload the application in EQM can be found on ANAB’s Web site at [www.anab.org](http://www.anab.org), select Heads Up, [Heads Up 72](#), EQM CB reference material.
4. If the completed application is not accepted by ANAB after three reviews, the application will be declined.
  - a. After 60-days the CB may re-apply (including application fees).
5. For details on this ANAB accreditation program, refer to [Accreditation Rule 35](#) at [www.anab.org](http://www.anab.org) and select Accreditation Rules.

## SECTION 2 – ISO/IEC 17021 CB Requirements for CB’s not already ISO/IEC 17021 accredited by ANAB

Provide evidence that the CB’s certification system has been modified to include the requirements of ISO/IEC 17021.

**Not applicable – Check box if the CB is already an applicant or accredited with ANAB for another program and then proceed to Section 3.**

	REQUIREMENT	TO BE COMPLETED BY CB		TO BE COMPLETED BY ANAB	
		Reference to supporting document(s) <i>(Please include specific section references)</i>	Comment/Response	Comment/Response	
1.	Execute (signed) ANAB CB Applicant Agreement.* • An electronic signature is acceptable; however, a typed name is not. • If the signature is handwritten, please scan the signed document and attach to this application electronically.  *May be found in EQM, under Reference documents.	<b>Initial Response</b>			Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Second Response</b>			Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Final Response</b>			Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
2.	Completed ISO/IEC 17021 Requirement Matrix.  *May be found in EQM, under Reference documents.	<b>Initial Response</b>			Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
				ANAB specific comments will be included on the completed ISO/IEC 17021 Requirement Matrix.	
		<b>Second Response</b>			Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Final Response</b>			Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
3.	Completed impartiality analysis of relationships to other parts of the company and to other organizations and/or individuals.  <b>Requirement: ANAB Accreditation Rule 10</b>	<b>Initial Response</b>			Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Second Response</b>			Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Final Response</b>			Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
4.	Evidence that the impartiality analysis (referenced above) was	<b>Initial Response</b>			

	REQUIREMENT	TO BE COMPLETED BY CB		TO BE COMPLETED BY ANAB
		Reference to supporting document(s) <i>(Please include specific section references)</i>	Comment/Response	Comment/Response
	reviewed by the committee responsible for impartiality.  <b>Requirement: ISO/IEC 17021, Section 6.2</b>			Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Second Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Final Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
5.	Provide the names of the members on the committee established to safeguard impartiality including the key interest group each one represents (it is the CB's responsibility to notify ANAB of any changes)  (It is the CB's responsibility to notify ANAB of any changes)  <b>Requirement: ISO/IEC 17021, Section 6.2</b>	<b>Initial Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Second Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Final Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
6.	A current list of organizations to which the CB outsources work associated with management system certification.  <b>Requirement: ISO/IEC 17021, Section 7.5</b>	<b>Initial Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Second Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Final Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
7.	A copy of enforceable arrangements with each organization.  <b>Requirement: ISO/IEC 17021, Section 7.5</b>	<b>Initial Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Second Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Final Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>

### SECTION 3 –CB Requirements

Provide evidence that the CB's certification system has been modified to include the requirement of IEC QC 080000:2005.

	REQUIREMENT	TO BE COMPLETED BY CB		TO BE COMPLETED BY ANAB
		Reference to supporting document(s) <i>(Please include specific section references)</i>	Comment/Response	Comment/Response
8.	<p>Provide the revised ISO/IEC 17021 Requirement Matrix including highlighted document references that have been revised to address this program.</p> <p>Also, include a copy of the documents that were revised.</p> <p><b>NOTE: IF THIS WAS PROVIDED IN SECTION 2 ABOVE, DISREGARD THIS ITEM.</b></p> <p><i>CB should have a completed copy of this matrix. It is the CB's responsibility to maintain this document and provide to ANAB upon any revisions.</i></p>	<b>Initial Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>  <i>ANAB specific comments will be included on the completed ISO/IEC 17021 Requirement Matrix.</i>
		<b>Second Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
9.	<p>Completed Annex A of IECQ OD 012.</p> <p><b>Requirement: IECQ OD 012V1, Section 1, Step 1</b></p>	<b>Initial Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Second Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
10.	<p>Completed Statement of Surveillance Activities (SSA)</p> <p><b>Requirement: IECQ OD 012 V1, Section 1, Step 2 and QC 001002-3, 1.2</b></p>	<b>Initial Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Second Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
11.	<p>The CB's documented process for fulfilling the auditor qualification criteria of IECQ 010 V1.</p> <p><b>Requirement: IECQ 010 V1</b></p>	<b>Initial Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Second Response</b>		

	REQUIREMENT	TO BE COMPLETED BY CB		TO BE COMPLETED BY ANAB
		Reference to supporting document(s) <i>(Please include specific section references)</i>	Comment/Response	Comment/Response
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Final Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
12.	Completed US NAI ECCB Supervising Inspectorate Sponsorship Fees Agreement	<b>Initial Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Second Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Final Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>

**SECTION 4 –Requirements for CB’s already recognized by the IECQ for HSPM through the ECCB.**

**Not applicable – Check box if the CB is not recognized by the IECQ through the ECCB.**

	REQUIREMENT	TO BE COMPLETED BY CB		TO BE COMPLETED BY ANAB
		Reference to supporting document(s) <i>(Please include specific section references)</i>	Comment/Response	Comment/Response
13.	Provide a copy of the oversight activity by IECQ for 2008 and 2009.  Including <ul style="list-style-type: none"> <li>• IECQ reports</li> <li>• NCR’s</li> <li>• Corrective action responses</li> <li>• IECQ’s approval of those responses</li> </ul>	<b>Initial Response</b>		Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>  <i>ANAB specific comments will be included on the completed CL 3000 requirement matrix.</i>
		<b>Second Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>
		<b>Final Response</b>		
				Approved? Yes <input type="checkbox"/> No <input type="checkbox"/>

	REQUIREMENT	TO BE COMPLETED BY CB		TO BE COMPLETED BY ANAB
		Reference to supporting document(s) <i>(Please include specific section references)</i>	Comment/Response	Comment/Response

## SECTION 5 – CB Management Endorsement

Steps to submission:

1. Verify all questions are complete.
2. Verify all required information (attachments) is included.
3. Upload the application into EQM, <http://anab.remoteauditor.com>
  - 3.1. Instructions on how to upload the application and supporting evidence in EQM can be found on ANAB's Web site at [www.anab.org](http://www.anab.org), select Heads Up, [Heads Up 72](#), EQM CB reference material.
4. The initial document review (off-site) will take approximately two weeks.
5. The CB will be notified once the review is complete.

CB Management that completed the application and determined the information to meet all applicable requirements.

Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Date \_\_\_\_\_