


Base Standard Program		
Preparedness and PS-Prep CB Application for Accreditation		
FA 5012	Authority: Accreditation Manager	

Section 1: CB Name, Contact Information, and Processing Fees

CB name:

Street address:

City:

State/province:

Postal code:

Country:

Name of person completing application:

Email:

Application fee: \$5,000

Note: One fee payable for any or all preparedness standards ([ISO 22301](#), [ASIS SPC.1](#), [ASIS/BSI BCM.01](#), and/or [NFPA 1600](#)) at time of initial application. Additional application fee of \$5,000 will be assessed if CB applies for additional standards later. There is no fee for use of the PS-Prep mark when used.

Fees are payable when purchasing application

Application and all supporting documents shall be submitted in English.

Instructions on application process are at <http://anab.org/programs/isoiec-17021/certification-bodies/become-a-cb/>.

Application shall be obtained through ANAB's Enterprise Quality Manager (EQM) database at <http://anab.jadian.com> and completed electronically (including submission of all supporting evidence) and submitted to ANAB via EQM. Instructions on how to obtain and upload the application in EQM can be found at <http://anab.org/programs/isoiec-17021/certification-bodies/become-a-cb/>.

To maintain records by standard in EQM and allow for one application to be completed for multiple standards, the CB must select in EQM each standard for which the CB is applying (but with a single application fee as indicated above) and the single completed application, including supporting evidence, must be uploaded for each standard. One document review will occur but duplicate records will be maintained in EQM by standard.

If the completed application is not accepted by ANAB after three reviews, the application will be declined. The CB may re-apply (including payment of application fees) after 60 days.

For details on this ANAB accreditation program, refer to [Accreditation Rule 51](#) for ISO 22301, [Accreditation Rule 52](#) for ASIS SPC.1, [Accreditation Rule 53](#) for ASIS/BSI BCM.01, and [Accreditation Rule 54](#) for NFPA 1600 (at <http://anab.org>, under Documents select ISO/IEC 17021 Docs and scroll down for the link to Accreditation Rules).

Section 2: ISO/IEC 17021-1 Requirements for CBs Not Already Accredited by ANAB

Provide evidence that the CB's certification system includes the requirements of ISO/IEC 17021-1.

___ Not applicable – mark X at left if CB is already an applicant or accredited by ANAB for another program and proceed to Section 3.

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
1. Execute (signed) ANAB CB Applicant Agreement , which can be found in EQM under Reference Documents. An electronic signature is acceptable but a typed name is not. If the signature is handwritten, scan the signed document and attach to application electronically.	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
2. If CB is accredited by another IAF MLA accreditation body signatory, execute and attach AG 5001, CB Agreement for Cooperative Accreditation , which can be found in EQM under Reference Documents. Requirement: Accreditation Rule 6	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
3. Is CB's head office located in Europe? <input type="checkbox"/> Yes <input type="checkbox"/> No Does the local national accreditation body offer accreditation to ISO 18788 and/or ANSI/ASIS PSC.1? <input type="checkbox"/> Yes <input type="checkbox"/> No If you answered Yes to both questions, provide evidence of CB's accreditation by local/national accreditation body (e.g., copy of accreditation certificate). Requirement: EU Regulation (EC) No 765/2008	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
4. Complete ANAB form FM 5302, CB Key Processes Form , which can be found in EQM under Reference Documents. Requirement: MA 5000, ANAB Management Systems Accreditation Manual, section 2	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
5. Complete ANAB form FM 5303, CB Profile Form , which can be found in EQM under Reference Documents. Requirement: MA 5000, section 2	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
<p>6. Update as necessary ANAB form FM 5304, CB Structure, which can be found in EQM under Reference Documents. Any location identified as critical shall be assessed prior to initial accreditation. (Assessment may be conducted by another AB.)</p> <p>Note: CB was required to complete FM 5304 for step 1 of the application process. If no revisions are required, enter "not applicable" for this item.</p> <p>Requirement: MA 5000, section 3</p>	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?
<p>7. Complete CL 5313, ISO/IEC 17021-1 Requirement Matrix, which can be found in EQM under Reference Documents. Be sure to include copies of all documentation referred to on CL 5313. Column 2 of CL 5313 shall contain sufficient detail to readily locate information within the documentation submitted.</p>	Initial Response		
			Approved? ANAB-specific comments will be included on completed ISO/IEC 17021-1 Requirement Matrix
	Second Response		
			Approved?
	Final Response		
			Approved?
<p>8. Complete impartiality analysis of risks related to conflicts of interest arising from provision of certification, including any conflict arising from CB's relationships and identification of any residual risk.</p> <p>Requirement: ISO/IEC 17021-1, 5.2.3, and Accreditation Rule 10</p>	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?
<p>9. Provide process CB will use to identify and consult with interested parties to advise on matters affecting impartiality. Include identified interested parties and evidence interested parties were consulted.</p> <p>Requirement: ISO/IEC 17021-1, 5.2.3</p>	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?
<p>10. Current list of organizations to which CB outsources work associated with management systems certification.</p> <p>Requirement: ISO/IEC 17021-1, 7.5</p>	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
11. Copy of enforceable arrangements with each outsourced organization. Requirement: ISO/IEC 17021-1, 7.5.1	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?

Section 3: ISO 22301 CB Requirements

Provide evidence of the CB's certification system for ISO 22301.

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
1. Is this application for ISO 22301? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, go to section 4.	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?
2. Provide documented competence criteria and process for demonstration of knowledge for each certification function involved with ISO 22301 activities. Requirement: ISO/IEC 17021-1, 7.1.2-7.1.3 , and ISO/IEC TS 17021-6, 4	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?
3. Identify CB personnel who have competence for managing program for ISO 22301 certification and evidence of competence. Requirement: ISO/IEC 17021-1, 7.2.1	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?
4. Provide list of ISO 22301 auditors CB plans to use, including evidence of their competence. Requirement: ISO/IEC 17021-1, 7.2.2 and 7.2.4-7.2.7 ; ISO/IEC TS 17021-6, 5 ; and Accreditation Rule 51, 6	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
5. Provide evidence of training CB's audit team members have completed or plan to complete. Requirement: Accreditation Rule 51, 6.2	Initial Response		
			Approved?
	Second Response		
			Approved?
6. Provide information on group or person who will make decisions relevant to certification for ISO 22301 (including but not limited to granting, refusing, maintaining, renewing, suspending, restoring or withdrawing of certification or on expanding or reducing the scope of certification), including evidence of their competence. Requirement: ISO/IEC 17021-1, 7.2.8 , and ISO/IEC TS 17021-6, 5	Initial Response		
			Approved?
	Second Response		
			Approved?
7. Provide information CB provides to clients regarding requirements for ISO 22301 certification. Requirement: ISO/IEC 17021-1, 8.5.1	Initial Response		
			Approved?
	Second Response		
			Approved?
8. Provide copy of CB's application and legally enforceable agreement with client for ISO 22301. Requirement: ISO/IEC 17021-1, 5.1.2 and 9.1.1	Initial Response		
			Approved?
	Second Response		
			Approved?
9. Provide information about CB's process and group or person responsible for: (a) application review, including determination of competencies needed for audit team and certification decisions; (b) appointment of audit team members; and (c) appointment of individuals to make ISO 22301 certification decisions including evidence of competence. Requirement: ISO/IEC 17021-1, 9.1.2 and 9.2.2.1.1 , and ISO/IEC TS 17021-6, 6	Initial Response		
			Approved?
	Second Response		
			Approved?
10. Provide information about CB's process and group or person responsible for determining audit time for ISO	Initial Response		
			Approved?

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
22301 certification audits including evidence of competence. Requirement: ISO/IEC 17021-1, 9.1.4 , and ISO/IEC TS 17021-6, 6	Second Response		
			Approved?
	Final Response		
11. Provide information about CB's process for determining sampling plan when multi-site sampling is used for multiple sites for ISO 22301 certification audits. Requirement: ISO/IEC 17021-1, 9.1.5 , and IAF MD 1	Initial Response		
			Approved?
	Second Response		
12. Provide sample of certification document(s) for ISO 22301 (e.g., certificate). Include process for establishing dates on certification documents. Requirement: ISO/IEC 17021-1, 8.2	Initial Response		
			Approved?
	Second Response		
13. If CB has issued ISO 22301 certificates (unaccredited or accredited by another AB) prior to accreditation by ANAB, provide plan to transition them to ANAB-accredited certificates. Requirement: MA 5000, section 6	Initial Response		
			Approved?
	Second Response		
14. Provide process for continually communicating and consistently reinforcing expected outcomes with auditors, certification personnel, customers, and other stakeholders. Include how CB ensures effectiveness of the process. Requirement: Accreditation Rule 51, 7.2	Initial Response		
			Approved?
	Second Response		
	Final Response		
			Approved?

Section 4: ASIS SPC.1 CB Requirements

Provide evidence of the CB's certification system for ASIS SPC.1.

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
1. Is this application for ASIS SPC.1? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, go to section 5.	Initial Response		Approved?
			Approved?
	Second Response		Approved?
			Approved?
2. Provide documented competence criteria and process for demonstration of knowledge for each certification function involved with ASIS SPC.1 activities. Requirement: ISO/IEC 17021-1, 7.1.2, 7.1.3, and Accreditation Rule 52, 6	Initial Response		Approved?
			Approved?
	Second Response		Approved?
			Approved?
3. Identify CB personnel who have competence for managing program for ASIS SPC.1 certification and evidence of competence. Requirement: ISO/IEC 17021-1, 7.2.1	Initial Response		Approved?
			Approved?
	Second Response		Approved?
			Approved?
4. Provide list of ASIS SPC.1 auditors CB plans to use, including evidence of their competence. Requirement: ISO/IEC 17021-1, 7.2.2 and 7.2.4-7.2.7, and Accreditation Rule 52, 6	Initial Response		Approved?
			Approved?
	Second Response		Approved?
			Approved?
5. Provide evidence of training CB's audit team members have completed or plan to complete. Requirement: Accreditation Rule 52, 6.2	Initial Response		Approved?
			Approved?
	Second Response		Approved?
			Approved?

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
6. Provide information on group or person who will make decisions relevant to certification for ASIS SPC.1 (including but not limited to granting, refusing, maintaining, renewing, suspending, restoring or withdrawing of certification or on expanding or reducing the scope of certification), including evidence of their competence. Requirement: ISO/IEC 17021-1, 7.2.8	Initial Response		
			Approved?
	Second Response		
			Approved?
7. Provide information CB provides to clients regarding requirements for ASIS SPC.1 certification. Requirement: ISO/IEC 17021-1, 8.5.1	Initial Response		
			Approved?
	Second Response		
			Approved?
8. Provide copy of CB's application and legally enforceable agreement with client for ASIS SPC.1. Requirement: ISO/IEC 17021-1, 5.1.2 and 9.1.1	Initial Response		
			Approved?
	Second Response		
			Approved?
9. Provide information about CB's process and group or person responsible for (a) application review, including determination of competencies needed for audit team and certification decisions; (b) appointment of audit team members; and (c) appointment of individuals to make ASIS SPC.1 certification decisions including evidence of competence. Requirement: ISO/IEC 17021-1, 9.1.2 and 9.2.2.1.1	Initial Response		
			Approved?
	Second Response		
			Approved?
10. Provide information about CB's process and group or person responsible for determining audit time for ASIS SPC.1 certification audits including evidence of competence. Requirement: ISO/IEC 17021-1, 9.1.4	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
11. Provide information about CB's process for determining sampling plan when multi-site sampling is used for multiple sites for ASIS SPC.1 certification audits. Requirement: ISO/IEC 17021-1, 9.1.5 , and IAF MD 1	Initial Response		
			Approved?
	Second Response		
			Approved?
12. Provide sample of certification document(s) for ASIS SPC.1 (e.g., certificate). Include process for establishing dates on certification documents. Requirement: ISO/IEC 17021-1, 8.2	Initial Response		
			Approved?
	Second Response		
			Approved?
13. If CB has issued ASIS SPC.1 certificates (unaccredited or accredited by another AB) prior to accreditation by ANAB, provide plan to transition them to ANAB-accredited certificates. Requirement: MA 5000, section 6	Initial Response		
			Approved?
	Second Response		
			Approved?
14. Provide process for continually communicating and consistently reinforcing expected outcomes with auditors, certification personnel, customers, and other stakeholders. Include how CB ensures effectiveness of the process. Requirement: Accreditation Rule 52, 7.2	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?
	Final Response		
			Approved?

Section 5: ASIS/BSI BCM.01 CB Requirements

Provide evidence of the CB's certification system for ASIS/BSI BCM.01.

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
1. Is this application for ASIS/BSI BCM.01? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, go to section 6.	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
2. Provide documented competence criteria and process for demonstration of knowledge for each certification function involved with ASIS/BSI BCM.01 activities. Requirement: ISO/IEC 17021-1, 7.1.2-7.1.3 , and ISO/IEC TS 17021-6, 4	Initial Response		
			Approved?
	Second Response		
3. Identify CB personnel who have competence for managing program for ASIS/BSI BCM.01 certification and evidence of competence. Requirement: ISO/IEC 17021-1, 7.2.1	Initial Response		
			Approved?
	Second Response		
4. Provide list of ASIS/BSI BCM.01 auditors CB plans to use, including evidence of their competence. Requirement: ISO/IEC 17021-1, 7.2.2 and 7.2.4-7.2.7 , and ISO/IEC TS 17021-6, 5 ; and Accreditation Rule 53, 6	Initial Response		
			Approved?
	Second Response		
5. Provide evidence of training CB's audit team members have completed or plan to complete. Requirement: Accreditation Rule 53, 6.2	Initial Response		
			Approved?
	Second Response		
6. Provide information on group or person who will make decisions relevant to certification for ASIS/BSI BCM.01 (including but not limited to granting, refusing, maintaining, renewing, suspending, restoring or withdrawing of certification or on expanding or reducing the scope of certification), including evidence of their competence. Requirement: ISO/IEC 17021-1, 7.2.8 , and ISO/IEC TS 17021-6, 5	Initial Response		
			Approved?
	Second Response		
7. Provide information CB provides to clients regarding requirements for ASIS/BSI BCM.01 certification. Requirement: ISO/IEC 17021-1, 8.5.1	Initial Response		
			Approved?
	Second Response		
	Final Response		
			Approved?

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
8. Provide copy of CB's application and legally enforceable agreement with client for ASIS/BSI BCM.01. Requirement: ISO/IEC 17021-1, 5.1.2 and 9.1.1	Initial Response		
			Approved?
	Second Response		
			Approved?
9. Provide information about CB's process and group or person responsible for (a) application review, including determination of competencies needed for audit team and certification decisions; (b) appointment of audit team members; and (c) appointment of individuals to make ASIS/BSI BCM.01 certification decisions including evidence of competence. Requirement: ISO/IEC 17021-1, 9.1.2 and 9.2.2.1.1 , and ISO/IEC TS 17021-6, 6	Initial Response		
			Approved?
	Second Response		
			Approved?
10. Provide information about CB's process and group or person responsible for determining audit time for ASIS/BSI BCM.01 certification audits including evidence of competence. Requirement: ISO/IEC 17021-1, 9.1.4 , and ISO/IEC TS 17021-6, 6	Initial Response		
			Approved?
	Second Response		
			Approved?
11. Provide information about CB's process for determining sampling plan when multi-site sampling is used for multiple sites for ASIS/BSI BCM.01 certification audits. Requirement: ISO/IEC 17021-1, 9.1.5 , and IAF MD 1	Initial Response		
			Approved?
	Second Response		
			Approved?
12. Provide sample of certification document(s) for ASIS/BSI BCM.01 (e.g., certificate). Include process for establishing dates on certification documents. Requirement: ISO/IEC 17021-1, 8.2	Initial Response		
			Approved?
	Second Response		
			Approved?
	Final Response		
			Approved?
	Final Response		
			Approved?

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
13. If CB has issued ASIS/BSI BCM.01 certificates (unaccredited or accredited by another AB) prior to accreditation by ANAB, provide plan to transition them to ANAB-accredited certificates. Requirement: MA 5000, section 6	Initial Response		
			Approved?
	Second Response		
			Approved?
Final Response			
			Approved?
14. Provide process for continually communicating and consistently reinforcing expected outcomes with auditors, certification personnel, customers, and other stakeholders. Include how CB ensures effectiveness of the process. Requirement: Accreditation Rule 52, 7.2	Initial Response		
			Approved?
	Second Response		
			Approved?
Final Response			
			Approved?

Section 6: NFPA 1600 CB Requirements

Provide evidence of the CB's certification system for NFPA 1600.

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
1. Is this application for NFPA 1600? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, go to section 7.	Initial Response		
			Approved?
	Second Response		
			Approved?
Final Response			
			Approved?
2. Provide documented competence criteria and process for demonstration of knowledge for each certification function involved with NFPA 1600 activities. Requirement: ISO/IEC 17021-1, 7.1.2-7.1.3 , and ISO/IEC TS 17021-6, 4	Initial Response		
			Approved?
	Second Response		
			Approved?
Final Response			
			Approved?
3. Identify CB personnel who have competence for managing program for NFPA 1600 certification and evidence of competence. Requirement: ISO/IEC 17021-1, 7.2.1	Initial Response		
			Approved?
	Second Response		
			Approved?
Final Response			
			Approved?

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
4. Provide list of NFPA 1600 auditors CB plans to use, including evidence of their competence. Requirement: ISO/IEC 17021-1, 7.2.2 and 7.2.4-7.2.7 ; ISO/IEC TS 17021-6, 5 ; and Accreditation Rule 54, 6	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
5. Provide evidence of training CB's audit team members have completed or plan to complete. Requirement: Accreditation Rule 54, 6.1	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
6. Provide information on group or person who will make decisions relevant to certification for NFPA 1600 (including but not limited to granting, refusing, maintaining, renewing, suspending, restoring or withdrawing of certification or on expanding or reducing the scope of certification), including evidence of their competence. Requirement: ISO/IEC 17021-1, 7.2.8 , and ISO/IEC TS 17021-6, 5	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
7. Provide information CB provides to clients regarding requirements for NFPA 1600 certification. Requirement: ISO/IEC 17021-1, 8.5.1	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
8. Provide copy of CB's application and legally enforceable agreement with client for NFPA 1600. Requirement: ISO/IEC 17021-1, 5.1.2 and 9.1.1	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
9. Provide information about CB's process and group or person responsible for (a) application review, including determination of competencies needed for audit team and certification decisions; (b) appointment of audit team members; and (c) appointment of individuals to make NFPA 1600	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
certification decisions including evidence of competence. Requirement: ISO/IEC 17021-1, 9.1.2 and 9.2.2.1.1 , and ISO/IEC TS 17021-6, 6			
10. Provide information about CB's process and group or person responsible for determining audit time for NFPA 1600 certification audits including evidence of competence. Requirement: ISO/IEC 17021-1, 9.1.4 , and ISO/IEC TS 17021-6, 6	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
11. Provide information about CB's process for determining sampling plan when multi-site sampling is used for multiple sites for NFPA 1600 certification audits. Requirement: ISO/IEC 17021-1, 9.1.5 , and IAF MD 1	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
12. Provide sample of certification document(s) for NFPA 1600 (e.g., certificate). Include process for establishing dates on certification documents. Requirement: ISO/IEC 17021-1, 8.2	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
13. If CB has issued NFPA 1600 certificates (unaccredited or accredited by another AB) prior to accreditation by ANAB, provide plan to transition them to ANAB-accredited certificates. Requirement: MA 5000, section 6	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
14. Provide process for continually communicating and consistently reinforcing expected outcomes with auditors, certification personnel, customers, and other stakeholders. Include how CB ensures effectiveness of the process. Requirement: Accreditation Rule 54, 7.2	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?

Section 7: PS-Prep CB Requirements

This section is applicable for CBs applying for use of the PS-Prep mark (not applicable for ASIS/BSI BCM.01).

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Refer to Supporting Documents Including Specific Section References	Comment/Response	Comment/Response
1. Is this application for use of the PS-Prep mark? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, go to section 8.	Initial Response		Approved?
			Approved?
	Second Response		Approved?
			Approved?
2. Describe method by which CB (a) identifies clients that meet the Small Business Administration's definition of a small business and (b) differentiates certification process for a business meeting that definition and one that does not. Requirement: U.S. Public Law 110-53, Title IX	Initial Response		Approved?
			Approved?
	Second Response		Approved?
			Approved?
4. Provide statement on CB letterhead signed by company officer that CB will populate ANAB's EQM website with required PS-Prep client information. (Statements for this question and question 5 below can be included in a single document.) Requirement: Accreditation Rule 51, 8.3; Accreditation Rule 52, 8.3; and/or Accreditation Rule 54, 8.3	Initial Response		Approved?
			Approved?
	Second Response		Approved?
			Approved?
5. Provide statement on CB letterhead signed by company officer that if approved to use PS-Prep mark, the CB shall execute a sub-license agreement with ANAB to use the DHS-owned PS-Prep mark in accordance with DHS style material provided by ANAB. (Statements for this question and question 4 above can be included in a single document.)	Initial Response		Approved?
			Approved?
	Second Response		Approved?
			Approved?

Section 8: CB Management Endorsement

Submission steps:

1. Verify responses to all questions are complete and all required information (attachments) is included.
2. Upload application to EQM (<http://anab.jadian.com>). Instructions on how to upload the application and supporting evidence to EQM can be found at <http://anab.org/programs/isoiec-17021/certification-bodies/become-a-cb/>.
3. The initial (off site) document review takes approximately two weeks after the reviewer is assigned.

4. The CB will be notified when the review is complete.

CB personnel who completed the application:

Name:

Title:

Date:

CB management who reviewed the information and determined that it meets all applicable requirements and application requests prior to submission to ANAB:

Name:

Title:

Date: