**Application requirements for renewal of certification certificate**

Ⅰ. in order to make the certified organization change its name. etc.. and replace the corresponding certification certificate as soon as possible. the following matters should be clearly stated when applying for renewal:

1. Number of original certification certificate;
2. Chinese and English bilingual materials and related materials of the changed part of the certification certificate;
3. When the name of the organization is changed. a copy of the changed business license shall be attached;
4. The application for replacement must be signed by the legal representative of the certified organization;
5. The certified organization shall send a written application covering the above contents to the Marketing Department of the company for replacement (Appendix 1 Application Form for Change of Certification Information);
6. Send the invalid certificate back to the Marketing Department of the company. After receiving the invalid certificate. the Marketing Department will issue a new certificate with the approval of the Technical Committee of the Company.

Ⅱ. the above application requirements apply to the replacement of certification certificates. and the construction projects that have obtained GB/T19001-2015 and GB/T50430-2017 certification.When an industrial enterprise needs to issue an additional ISO 9001: 2015 certificate. it shall fill in the Application Form for Issuing an ISO 9001: 2015 Certificate for Construction Organizations (see Annex 2) as required. and send it to the company Marketing Department for receipt.

Attachment 1:

**Application form for change of certification information**

|  |  |
| --- | --- |
| Name of application organization |  |
| Certificate registration number |  |
| Certification standard | □GB/T19001-2016 □GB/T50430-2007 □GB/T24001-2016  □GB/T45001-2020 □ Other |
| Explanation of reasons for change |  |
| Change the content | |
| 1. Changes in the scope/scale of certification (including: expansion or reduction of the scope of products/services and processes. increase or decrease of the number of employees and fixed multi-sites/branches):  □ Enlarge □ Reduce □ Others:  Original certification scope/scale:  To be changed to: | |
| 2.Organization name change: □ Organization name change □ Other:  Original name:  To become: | |
| 3.Address change: □ actual geographical address change □ industrial and commercial registration address change  Original address/zip code:  To be changed to:  Contact number after change: fax: | |
| 4. Others: | |
| Provide information related to the changed contents as follows:  □ New version of system documents with expanded product/service and process scope.  □ Proof of legality. specifically: | |

Note: The method of recording content options is indicated by "■".

Authorized representative (signature):

Date of Application:

Applicant (Seal):

Attachment 2:

**Application form for issuing ISO9001:2015 certification certificate by engineering construction enterprises**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of application organization |  | | |
| contacts |  | post |  |
| contact number |  | facsimile |  |
| 1. because of the need to participate in overseas project bidding. apply for certification according to ISO9001:2008 standard. the scope of certification and  The certificates of GB/T19001-2015 and GB/T50430-2017 are the same.  2. I have understood the relevant regulations and promised that the ISO9001:2015 certificate will not be used and displayed in China;  3. Pay the application fee and certificate fee of 2000 yuan (two thousand yuan) for issuing ISO9001:2015 certification certificate. )  Authorized representative of the applicant organization (signature):  (Seal of the Company)  Year month day | | | |
| Examination and approval opinions of the Technical Committee of the company:  □ Organization GB/T19001-2015 and GB/T50430-2017 certification number:  □ Agree to issue additional ISO9001:2015 certification.  Authorized person (signature):  Year Month day | | | |

Note: 1. The issuing date of ISO9001:2015 certification is the application approval date. and the number. validity period and organization of the certification have been obtained.

The certification certificates of GB/T19001-2015 and GB/T50430-2017 standards are the same;

2. Indicate on the ISO9001:2015 certificate that "this certificate cannot be used and displayed in China".