



འབྲུག་གི་གནས་ཚད་ལས་ཁང་།

BHUTAN STANDARDS BUREAU
PRODUCT CERTIFICATION SCHEME



APPLICATION FORM

The Head,
Bhutan Standards Bureau,
Thimphu, Bhutan.

Sir/Madam,

I would like to apply for issuance of license for use of “Standard Mark” or “Certificate of Product Conformity” as per the relevant standards. The details of the firm and products manufactured are as recorded below:

1. Name of the firm

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2. Scale

Large		Sector	Government	
Medium			Private	
Small			Corporate	

3. Address

Office

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Telephone	
Fax	
Email	
Website	

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APPLICATION FORM

Address

Factory

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Telephone

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Fax

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Email

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4. Top management

Sl.No	Name	Designation

5. Technical management

Sl.No	Name	Designation

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Contact persons (email and contact numbers)	Name	Contact number	Email Id

6. Details of Product for certification

Category	
Brand	
Grade /Type/Class	
Product standard (BTS IS)	

Installed Capacity (per annum)	Units of production	Quantity	Value (Nu. / Rs.)
Legal Obligations if any			
Foreign collaboration if any			
Outsourced processes if any			

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7. Details of laboratory

Equipment	Make	Purpose	Date of calibration	Next calibration date

8. Documentation

The following additional documents are required to be submitted with the application:

- Valid trade licence issued by the Department of Trade
- Trade mark registration issued by the Ministry of Economic Affairs
- List of manufacturing equipment
- List of testing equipment
- Valid calibration certificates establishing adequacy of metrological capability of the test and measuring equipment
- A flowchart indicating the sequence of production
- Factory layout
- Latest In-house test report
- Latest third party test report from an accredited laboratory
- Application fee of Nu. 1000.00 per product per brand

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Note:

1. An initial evaluation of the factory premises (preliminary audit) will be conducted before the actual factory audit. An intimation will be sent before this takes place.
2. Surveillance of the factory premises will take place at least once a year excluding market surveillance and surprise visits which will be carried out by BSB at its own discretion.

Declaration:

I/we hereby declare that the information furnished above is true and complete. I understand that any false or inaccurate information shall render my application invalid, or shall result in cancellation of Certification if it is already granted.

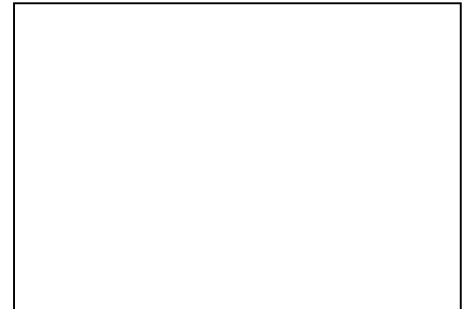
Signature: _____

Name: _____

Designation: _____

Date of Application: _____

Seal of Firm



The Application must be signed by the CEO of the firm or authorized representative in his absence

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