

Questionnaire for the preparation of offers and preparation for a certification procedure (ISO 22000/ ISO 9001)



1.0 General information about the Organization		
Date		
Name of Organization		
Operation Site Address		
Head Office Address (if any)		
Management Representative		
Mobile		
E-Mail		
Phone/Fax		
Website		
Scope Description		
Main Process Steps		
Products Manufacturing/ Main Product Categories		
Number of Production Sites		
Shift Information (operational hours)	Day Shift:	Night Shift:
Number of Production Lines		
Number of HACCP studies		
Number of full-time employees		
Number of contract employees		
Sq Ft Size of the Factory including storage areas		
Company Business Registration No		
Are there any seasonal Activities		
Desired audit date (month, calendar weeks or specific appointment)		
Documentation available as following (e.g. management review, internal audit, risk analysis, HACCP plan, manuals, SOP, FSMS records, etc.) *		

