

Questionnaire for the preparation of offers and preparation for a certification procedure in the food sector



For companies with multiple locations, please complete the form for each individual location.

Please return to the following e-mail address: <mailto:foodcert@tuev-nord.de>

Location no. _____ of _____	
1. General information on company / location	
Name and company type *	
Street/house number*	
Postcode/city/country *	
Contact person/position *	
Phone No. *	
Email address *	
Homepage	
Official company registration no.*	
VAT ID no. *	
Branch (please tick as appropriate) *	<input type="checkbox"/> Food <input type="checkbox"/> Feed <input type="checkbox"/> Trade <input type="checkbox"/> Logistics (Storage, Transport).
Description of the product groups (e.g. meat, fish, beverages etc.) *	
ONLY relevant for IFS Food: Please select the processes according to IFS *	<input type="checkbox"/> P1 <input type="checkbox"/> P2. <input type="checkbox"/> P3 <input type="checkbox"/> P4 <input type="checkbox"/> P5 <input type="checkbox"/> P6 <input type="checkbox"/> P7. <input type="checkbox"/> P8 <input type="checkbox"/> P9 <input type="checkbox"/> P10 <input type="checkbox"/> P11 <input type="checkbox"/> P12 <input type="checkbox"/> P13 Here you will find the explanations for the respective process steps (P): IFS Database (ifs-certification.com)
Brief description of the production process, activities, technology. *	
Are there seasonal activities or products that are produced exclusively during a certain period of the year?*	
Language used in the company *	

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Documentation available in the following languages *	
Preferred audit language *	
Preferred report language (s)*	
Number (HC = Head Count), total employees *	
Total number of employees from temporary employment *	
Employees calculated as full-time equivalents (FTE)*	
Number of shifts *	
Number of employees working in shift calculated as full-time equivalents (FTE)*	
Size of production area including storage *	
Are there products that should be excluded from certification? *	
Are there any outsourced processes, production steps or parts of the production process that are carried out off-site by another company? *	<input type="checkbox"/> yes <input type="checkbox"/> no If yes, is the company certified to a GFSI-recognised standard? <input type="checkbox"/> yes <input type="checkbox"/> no If no, which activities are involved:
Are there decentralized structures (facilities of the company where parts of the processes and procedures of the production site take place, but which are not located at the production site, e.g. warehouse)?	<input type="checkbox"/> yes <input type="checkbox"/> no If yes, please short explanation:
Are there central processes (processes that are organized for several locations of a company/group of companies from one head office, e.g. purchasing, sales, development)?	<input type="checkbox"/> yes <input type="checkbox"/> no If yes, is a separate audit of the head office desired: <input type="checkbox"/> yes <input type="checkbox"/> no
<u>ONLY relevant for Broker certification:</u>	
Number of suppliers? *	
2. Information on transfer of certification from other certification bodies	
Existing certifications	

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(If yes, please enclose certificates and if possible, the latest audit report) *	
Why do you want to change the certifier?	
3. Factors, that may have an influence on the audit effort	
If multiple standards are to be certified, is combined auditing desired?	<input type="checkbox"/> yes <input type="checkbox"/> no
Would you like a remote audit?	<input type="checkbox"/> yes <input type="checkbox"/> no
Do you have the necessary infrastructure for the remote audit?	<input type="checkbox"/> yes <input type="checkbox"/> no
Desired audit date	
4. External consulting	
Were you supported by a consultant?	
Has your company received in-house training from a TÜV NORD company?	<input type="checkbox"/> yes <input type="checkbox"/> no
If yes, please indicate training providers and trainers:	
5. Space for comments	

* compulsory fields

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6. Desired Certifications

IFS (International Featured Standard)

- Food → announced or unannounced
- Food & Costco
- Logistics → announced or unannounced
- Wholesale / Cash & Carry
- Broker → announced or unannounced
- Global Markets Food Basic level
- Global Markets Food Basic level +HACCP
- Global Markets Food Intermediate Level

BRCGS (British Retail Consortium Global Standard)

- Food Safety → announced or unannounced
- AVM (if required): Meat Supply Chain Assurance
- FSMA (Food Safety Modernisation Act)
- ASDA Traded Goods Gluten-Free
- Storage & Distribution
- Agents & Brokers
- BRC START!
- HACCP
- ISO 22000
- FSSC 22000
- MSC ASC GlobalGAP
- RSPO (TÜV NORD Integra)
- RAINFOREST ALLIANCE (TÜV NORD Integra)
- FAMI-QS
- QS with GMP+ approval
- ITW (Initiative animal welfare)
- Others:

I hereby confirm that our data may be stored within the framework of quotation generation, and for process and order handling.

Place, Date

Name or digital signature