

1. Name and address of the manufacturer:	2. Product (specify the degree of implementation as in the Service contract to certification of conformity with normative document / certificate of compliance issued by CIOP-PIB):
3. The product submitted for certification is: (tick "X" as appropriate):	
<input type="checkbox"/> manufactured - to - order <input type="checkbox"/> manufactured to be stored	

<b>SURVEY AND DESCRIPTIVE QUESTIONS</b>		<i>tick "X" as appropriate</i>	
<i>Text in blue refers to the case where the manufacturer does not have a certified quality management system according to EN ISO 9001</i>		YES	NO
4. Does the manufacturer hold documented quality system? If it is a case, which standard does it conform with? (indicate its number and year of issue)		<input type="checkbox"/>	<input type="checkbox"/>
5. Certificates held by the manufacturer for:	Please state the certificate no. and attach copies		
a) the submitted product		<input type="checkbox"/>	<input type="checkbox"/>
b) other products		<input type="checkbox"/>	<input type="checkbox"/>
c) quality system		<input type="checkbox"/>	<input type="checkbox"/>
6. Is it required to issue document prior to launching production?		<input type="checkbox"/>	<input type="checkbox"/>
	If yes, do they identify:		
	a) an order	<input type="checkbox"/>	<input type="checkbox"/>
	b) a batch	<input type="checkbox"/>	<input type="checkbox"/>
	c) or a product?	<input type="checkbox"/>	<input type="checkbox"/>
<i>Please attach a sample document starting the production of the product</i>		<i>Attachment No. 1</i>	
7. Are there controls (tests) in the technological process?		<input type="checkbox"/>	<input type="checkbox"/>
	including a final product control?	<input type="checkbox"/>	<input type="checkbox"/>
8. Does the company have any of the following units (divisions) in the organizational structure:			
	a) quality assurance	<input type="checkbox"/>	<input type="checkbox"/>
	b) quality control	<input type="checkbox"/>	<input type="checkbox"/>
	c) testing laboratory?	<input type="checkbox"/>	<input type="checkbox"/>
Please attach a description of how to conduct inspections and tests of the product during production and of the final product, a description of the method of handling the equipment used for inspection and testing, a description of the competencies of employees carrying out tests and inspections of the product and responsible for ensuring product quality.		<i>Attachment No. 2</i>	
<i>Please attach: a sample document containing the results of product testing at the production stage and the results of testing the final product, evidence of supervision over the equipment used for inspection and testing.</i>			
9. Does the manufacturer carry out the evaluation of suppliers and deliveries of materials, raw materials, parts, subassemblies, etc. used in the production of the product submitted for certification?		<input type="checkbox"/>	<input type="checkbox"/>
If it is a case, please attach a description of how suppliers and deliveries are assessed and the evaluation criteria.		<i>Attachment No. 3</i>	
<i>Please attach a sample document containing the results of the assessment of the materials/raw materials/parts of subassemblies, etc. used in the production of the final product.</i>			
10. Please attach a description of the complaint handling method and sample documents for the complaint procedure carried out for the product submitted for certification.		<i>Attachment No. 4</i>	

11. If independent tests of the product were carried out in the event of a complaint, please indicate the relevant test report and its contractor:	
12. Please provide the number and reasons for complaints in the last six months in relation to the product submitted for certification at CIOP-PIB:	
13. Please, describe the system for introducing changes to the technical and technological documentation of the product ( <i>provide a short description or reference to the document defining the system</i> ):	
14. Please list all outsourced processes related to the product manufacture and testing:	
15. Please describe the procedure for dealing with a non-compliant product:	
16. If the causes of non-compliant product are known, please provide the relevant data:	
17. Please attach a photo of the product marking from current production and documents attached to the product placed on the market <i>(applies only to the case of completing the questionnaire for the supervision of the certificate of conformity issued by CIOP-PIB)</i>	<i>Attachment No. 5</i>
18. Please attach advertising materials, other than those posted on the manufacturer's website, in which there is a reference to the certificate of conformity issued by CIOP-PIB for the product <i>(applies only to the case of completing the questionnaire for the supervision of the certificate of conformity issued by CIOP-PIB)</i>	<i>Attachment No. 6</i>

*In the absence of space to include information in point 11-16, please put a description in the attachment.*

*The questionnaire and attachments will be taken into account for the purposes of the certification process for compliance with the normative document and supervision over the certificate of conformity issued by CIOP-PIB (as part of the assessment of organizational and technical conditions to ensure stable production of products).*

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Place, date

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Name, position and signature of the person filling in the questionnaire