



# SRI LANKA STANDARDS INSTITUTION

## APPLICATION FOR THE CERTIFICATION OF ENVIRONMENTAL MANAGEMENT SYSTEM IN ACCORDANCE WITH SLS ISO 14001:2015 STANDARD

For Office Use Only

The Director General  
SRI LANKA STANDARDS INSTITUTION  
No. 17, Victoria Place  
Elvitigala Mawatha  
COLOMBO 08.

DATE RECEIVED	
OUR REFERENCE	
NEW CERTIFICATION	RE-CERTIFICATION

I/We hereby apply for the certification of Environmental Management System used in

.....  
(Registered name of the applicant company)

The particulars of my/our Company are given below:

### 1. GENERAL:

1.1 Address (Head Office):

.....  
.....

Telephone: ..... Fax: ..... E-mail: .....

1.2 Legal Status of the Company (Registration Authority, Number, Data etc.)

- a) Registration authority: .....
- b) Registration number: .....
- c) Date: .....

1.3 VAT Registration Number: .....

1.4 SVAT Registration Number: .....

### 2. APPLICABLE LOCATION(S) FOR THE CERTIFICATION:

[Please indicate the permanent physical locations (subsidiaries, branches, warehouses etc.) registered under the Applicant Company, which are to be included in the ISO 14001 certification. Attach a separate sheet for temporary locations (eg. construction projects)]

Name & Address	Telephone/Fax/E-mail
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3. DEPARTMENTS/DIVISIONS APPLICABLE AND NUMBER OF EMPLOYEES:

Departments/Divisions (eg.: Management, Design, Production, Quality Assurance, Human Resources, maintenance, etc.)	Total No. of Employees (Permanent + Contractual) involved in implementation & maintaining of the EMS			
	Head Office	Location 1	Location 2	Location 3
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.....	.....	.....	.....	.....
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.....	.....	.....	.....	.....
Total	.....	.....	.....	.....

(If required Please attach a separate sheet for clause 2 & 3)  
**\*\*** The effective number of employees consists of all full time employees involved within the scope of certification including those working on each shift. Non-permanent (seasonal, temporary and contracted employees) and part time employees who will be present at the time of the audit shall be included in this number.

- 3.1 Where product or service realization processes operate on a shift basis,
  - a) No. of shifts available per day: .....
  - b) No. of employees working on a shift: .....

4. LIAISON OFFICER

Name(s) and designation(s) of the person who will be responsible to the Sri Lanka Standards Institution for the work in connection with the Environmental Management System Certification Scheme.

- 4.1 Name and designation of the Chief Executive Officer of the applicant company:
  - b) Name: .....
  - Designation: .....
  - Telephone: ..... Fax: ..... E-mail: .....

- 4.2 Name and designation of the contact person of the Applicant Company:
  - c) Nominee I [Name]: .....
  - Designation: .....
  - Telephone: ..... Fax: ..... E-mail: .....
  
  - d) Nominee II [Name]: .....
  - Designation: .....
  - Telephone: ..... Fax: ..... E-mail: .....

5. LEGAL OBLIGATIONS

[Please indicate the legal obligations to be abide by the Applicant Company] [Eg. CEA regulations, CDDA regulations, industry specific regulations, compulsory product certifications etc.]

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6. ENVIRONMENTAL MANAGEMENT SYSTEM

6.1 Environmental Management System of the company developed by the outside consultant(s) or company itself :

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6.2 Type of Certification (New Certification or Re-Certification):

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6.3 Description of products manufactured and/or services offered:

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6.4 Description of manufacturing processes and/or services which are outsourced to the external party:

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6.5 Description of products manufactured and/or services offered which are to be excluded from the scope of the certification:

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6.6 Desired scope of the certification:

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6.7 Please enclose the copies of the following documents :

- Site plan covering emission points
- List of significant aspects

6.8 If Re-Certification,

6.8.1 Date of First Certification: .....

6.8.2 Validity period of previous certification: *from* ..... *to* .....

6.8.3 Scope of previous certification:

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6.8.4 Indicate any major changes done in the environmental management system during the last year, if any:

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**7 DOCUMENTED INFORMATION**

Please submit copies of scope, list of processes, EMS policy, EMS objectives, Pre-Assessment Questionnaire and Aspect /Impact Register.

**8 DECLARATION BY APPLICANT**

8.1 I am/We are fully informed and agree with the contents of the following documents of the Environmental Management System Certification Scheme of the Sri Lanka Standards Institution: Rules and Procedures, Guidelines for Applicants, Fee Schedule, Certification Agreement and Conditions For Use Of The Environmental Management System Certification Mark.

8.2 Should any initial enquiry be made by the Certifying Authority, I/We agree to extend to the Certifying Authority all required facilities at my/our command and I/We agree to pay all costs involved prior to the grant of the Certificate.

8.3 I/We will not hold liable either the Sri Lanka Standards Institution or those having a function in its activities for damages resulting from the consideration of the application for certification, including the possible rejection.

Signed at .....

on this ..... day of ..... 20 .....

Signature : .....

Name : .....

Designation : .....

For and on behalf of : .....

(Name of the Company)