

Company List of Processes

<u>Step No</u>	<u>Process Name</u>	<u>Related Department</u>
10	Client submits Application	Customer Services
20	Application Review	Customer Services
30	Estimate & Audit Plan Submission	Customer Services
40	Client Signs Contract & Pay Fees	Finance & Admin Finance & Admin
50	Stage 1 Audit (Desktop Audit)	Operations
60	Stage 2 Audit (At Site)	Operations
70	Recommendation Report	Operations
80	Approval of Certification	Operations
90	Certificate Issue	Operations
100	Surveillance/Re-Certification Audit	Customer Services