

广州大中认证有限公司
Dazhong (Guangzhou) Certification Co., Ltd.
公开文件指引说明
Public document instruction

尊敬的客户 Dear customer:

欢迎选择 DZ 认证！为更好的获得优质的认证服务，请详细阅读 DZ 网站的公开文件。Welcome to choose DZ certification! To gain better certification service, please read the public documentation on the DZ website

DZ 公开文件清单详见附录 1，内容指引说明如下：For a detailed list of DZ public documents, please refer to Appendix 1, which provides the following instructions:

管理体系认证流程详见《公开文件-管理体系认证流程基本规定》；关于监督/再认证审核、获证组织通报制度的规则、扩大或缩小认证范围及组织名称、地址的变更、认证要求的更改、申请认证组织/获证组织的权利和义务、认证证书和标识 logo 管理、认证业务范围说明等流程详见《公开文件-获证组织需知》；保密性条款详见《公开文件-保密性管理规定》；公正性声明详见《公开文件-认证公正性声明》；审核时间说明详见《公开文件-管理体系认证审核时间》；收费准则详见《公开文件-管理体系认证收费标准》；认证证书和标识 logo 管理详见《认证证书及认证标志使用规则》；授予、维持、更新、扩大、缩小、暂停及撤销认证范围处理流程详见《授予、拒绝、维持、更新、暂停、恢复、或撤销认证、或扩大或缩小认证范围控制程序》；申诉和投诉处理流程详见《申诉和投诉处理程序》。

《public document-Management system certification process basic rules》states the process of management system certification; 《public document-certified organization need to know》states the announcement rules、expanding/reducing certification scope and name、address change、certification requirement change、rights and obligations、management of certification certificate and logo、business scope instruction...etc; 《public document- confidentiality management rules》states confidentiality rules; 《public document- certification impartiality statement》states certification impartiality; 《public document- management system certification audit time》states audit time; 《public document-management system charge standard》states charge standard; 《certification certificate and certification mark usage rules》states certificate and logo management; 《granting, refusing, maintaining, renewing, suspending, restoring, or withdrawing, expanding, reducing of certification scope control procedure》states granting,maintaining,renewing,expanding,reducing,suspending and termination procedure; 《Appeals and complaints procedure》states appeals and complaints handle procedure.

附录 1 DZ 公开文件清单 Appendix 1 DZ public document list

- 1、DZ-WI-13 《公开文件-管理体系认证流程基本规定 management system certification process basic regulations》
- 2、DZ-WI-14 《公开文件-获证组织需知 management system certification process basic regulations》
- 3、DZ-WI-15 《公开文件-保密性管理规定 confidentiality management rules》
- 4、DZ-WI-16 《公开文件-认证公正性声明 certification impartiality statement》
- 5、DZ-WI-17 《公开文件-管理体系认证审核时间 management system certification audit time》
- 6、DZ-WI-18 《公开文件-管理体系认证收费标准 management system charge standard》
- 7、DZ-WI-19 《认证证书及认证标志使用规则 certification certificate and certification mark usage rules》
- 8、DZ-QP-04 《申诉和投诉处理程序 Appeals and complaints procedure》
- 9、DZ-QP-03 《授予、维持、更新、扩大、缩小、暂停及撤销认证范围管制程序 granting, refusing, maintaining, renewing, suspending, restoring, or withdrawing, expanding, reducing of certification scope control procedure》。