

	UGANDA NATIONAL BUREAU OF STANDARDS CERTIFICATION SCHEME	Document No: CERT/SC/F03	
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Document Title:	APPLICATION FORM FOR SYSTEMS CERTIFICATION	Issue No: 02	Rev. 03

ANNEX - REQUISITE ATTACHMENTS

GOOD MANUFACTURING/HYGIENE PRACTICES (GMP/GHP)

*Please mark **Y** (for attached) or **N** (for not attached) in the space provided*

S No.	Requisite Attachment	Client	Official UNBS Use
a)	Three (3) sets of recent product test reports from a UNBS recognized laboratory		
b)	Compliance of product labels to the requirements in the relevant product standards as well as conformance to the Weights & Measures Act - Prepackage control Assessment reports		
c)	Calibration of measuring & testing Equipment, e.g. PH meters, TDS meters, Scales, Pressure & Temperature gauges		
d)	Medical examination i.e. For Food industries		
e)	Quality monitoring records for Raw materials, In-process and Final product inspection internal reports		
f)	Good Storage practice and Good Equipment cleaning schedules and records for such activities		
g)	Basic Good Manufacturing Practices (GMPs)		
h)	Any other procedures relevant to GMP/GHP based on relevant sector GMP/GHP standard		
i)	A copy or photocopy of Certificate of Incorporation or registration		
j)	Names of top management		
k)	Details of technical persons (name, qualification and job)		
l)	A signed Certification Agreement (CERT/F15)		

NOTE: It is important that documentation is proportional to the level of complexity, hazards and risks concerned and is kept to the minimum required for effectiveness and efficiency of the organization's management system.