

for issuance of a certificate in accordance with EN 17460

Please send to:

**TBB^{Cert}
Certification Body
Wiener Straße 12
28359 Bremen / Germany**

**Tel.: +49 421/69606792
E-Mail: info@tbbcert.de**

Company applying for certification:

Company:
Street, Number:
City, Post Code:
Country:

Contact Person
E-Mail:

Phone:

The application is being made for the company plant site at: **(please complete only if different from above)**

Company:
Street, Number:
City, Post Code:
Country:

Please mark highest class and validity:

Scope	Class applied for		
	A1(incl. A2, A3)	A2 (incl. A3)	A3
Product Design (Pre-Production)			
Process Design Pre-Production)			
Manufacture (In-Production)			
Maintenance and Repair (Post-Production)			
Purchasing, Sale and Assembly of Bonded Components			
Sub-Contracting / Commissioning Third Parties			

Application:

Pre-Audit
 First/Initial Certification
 Re-Certification (after expiry of the current certificate on:)
 Additional audit (due to a change in the following circumstances:)

Have you already been certified according to DIN 6701 or EN 17460 by another Certification Body?

Yes (please name the Certification Body):
 No

for issuance of a certificate in accordance with EN 17460

Adhesive Bonding Coordinators:**Responsible Adhesive Bonding Coordinator (rABC):**

Title, First name, Surname:

Date of birth:

Phone contact rABC:

Email contact rABC:

Is the rABC considered as "external"?

Yes:

No:

If yes: The following companies are also supervised by the external rABC:

Level of qualification in adhesive bonding:

European Adhesive Engineer / EAE / Level 1

European Adhesive Specialist / EAS / Level 2

European Adhesive Bonder / EAB / Level 3

Currently in training to become:

Begin of training:

End of training:

Registered for training

Begin of training:

End of training:

Others (please specify):

Adhesive Bonding Coordinator (ABC) / Deputy

Title, First name, Surname:

Date of birth:

Phone contact ABC:

Email contact ABC:

Is the ABC equally authorized?

Yes:

No:

Is the ABC considered as "external"?

Yes:

No:

If yes: The following companies are also supervised by the external ABC:

Level of qualification in adhesive bonding:

European Adhesive Engineer / EAE / Level 1

European Adhesive Specialist / EAS / Level 2

European Adhesive Bonder / EAB / Level 3

Currently in training to become:

Begin of training

End of training:

Registered for training:

Begin of training:

End of training:

Others (please specify):

For **First / Initial certification**, please include upon request the following information with the application:

- General description of the company
- Organizational chart, which also shows the position of the Adhesive Bonding Coordinators
- List of Adhesive Bonding Coordinators (name, adhesive bonding qualification, area of responsibility)
- List of the bonding personnel performing the work (name, adhesive bonding qualification)
- Description of the bonding work carried out in accordance with EN 17460, with information on assemblies, classes, bonding systems and expected amount of bondings

for issuance of a certificate in accordance with EN 17460

Information obligation by the certified company

The certified company is obliged to inform the Certification Body without delay of all changes affecting the scope and area of validity of the certificate issued as soon as they become known. This applies in particular to:

- Class
- Scope
- responsible bonding supervisor and their representatives
- Legal form and organization of the company
- Address data of the company
- Essential changes in the company areas in which bonding according to EN 17460 is carried out
- Essential changes in the EN 17460 relevant processes

Declaration of obligation of the applying company

The applying company

- declares that it will comply with EN 17460 and the applicable regulations and will always meet the certification requirements. This includes implementing any relevant changes communicated by the certification body,
- Undertakes to cease using all promotional materials containing any reference to the certification in the event of its suspension, withdrawal or termination. See also the section on the Mark Usage Policy (Use of Certification Marks),
- Undertakes to make the certification documents available to others in their entirety when providing them. This expressly does not apply to personal data,
- Undertakes to maintain records of all complaints brought to its attention regarding compliance with the certification requirements and to make these records available to the certification body upon request,
- commits to provide all necessary records, documents and further information to the Certification Body which are necessary in order to evaluate the documentation and the processes,
- declares to fulfil non-conformities and remarks which are announced in the certification process within the agreed time limit,
- accepts the documented "Certification Procedure EN 17460" of the Certification Body TBB^{Cert},
- agrees that company details will be entered and published in the online register (production facility, class, scope, further remarks). Note: Details of Supervisors [name, date of birth, qualification] are not accessible to the public in the online register.
- accepts the regulations of the working group "Bonding DIN 6701" and the ECARV as well as the respective valid A-Z Guideline,
- accepts the necessary monitoring by the Certification Body TBB^{Cert} within the period of validity of the certificate,
- accepts the necessary monitoring/surveillance audit by the Certification Body TBB^{Cert} within the period of validity of the certificate,
- to keep records of complaints by third parties about certified processes and to make these available to the Certification Body on request,
- accepts the participation of observers of the German Accreditation Agency (DAkkS) in case witness audits are necessary,
- accepts the terms of usage of certification signs/symbols of the Certification Body TBB^{Cert} in the event that such signs/symbols are used,
- declares not to use the certificate in an improper or misleading way,
- declares to keep itself informed of any changes to the rules on which certification is based.

for issuance of a certificate in accordance with EN 17460

Impartiality and Confidentiality

As an accredited Certification Body, we are aware of the trust that our clients place in us in the course of the certification process in the form of access to documents, processes and business data.

The Certification Body TBBCert is therefore committed to impartiality in all its activities, to treating all clients equally and to handling all certification-relevant information and data confidentially.

All information directly and indirectly related to certification activities must be treated confidentially by employees working for the Certification Body.

This applies in particular to the disclosure of certification-relevant data, business data and personal data to third parties. Such data may only be passed on with the written consent of the certification client and the management of the Certification Body or on the basis of statutory regulations.

Complaints, appeals and notes

Complaints, appeals and notices related to certification are subject to the Certification Body's documented complaints process in the first instance. For this purpose, the applicant or certificate holder contacts the management of the Certification Body directly in written form. In the first instance, an attempt shall be made to achieve a positive clarification of the matter for both sides.

If this does not lead to an amicable solution, the matter will be submitted to the working group (Working Group "Bonding DIN 6701" or ECARV) for a decision. The decision of the working group is binding for both parties, unless a legal authority makes a different decision.

Declaration of commitment by the applicant company

By submitting the signed application form, the Certification Body is bindingly commissioned by the applicant to initiate all necessary steps required to issue an EN 17460 certificate.

Should it become apparent in the course of the application review or the further certification process that the prerequisites for certification on the part of the applicant are not fulfilled, the Certification Body is obliged to stop the certification process until the prerequisites for certification are met

(Place; Date)

(Authorized Signature)