

Annex: Request of R+D+I Management System Certification UNE-166002 EX:2002

1. General documentation to send along this request:

- Organizational chart of its organization, and in necessary case, the organizational charts of the different centers subject to certification.
- List of documents applicable to the system of the present certification (at least manual and general procedures) with indication of its states of revision/edition and date.
- Situation map of the organization and ways of access.
- Timetable of the organization (office and production).

Particular conditions of this certification:

The signature of this contract implies:

- To accept completely the AENOR General Regulation of Marks of Conformity of Systems of Management, to which the organization has had access previously.
- In order to obtain the certification, the commitment to:
 - Have a documented system (manual, procedures, etc.)
 - Have the system totally implanted since a minimum of three months ago.
 - Have carried out, before the certification audit of AENOR, internal audits for all the referred activities in the present request, as well as a revision of the system by the direction.
 - Have the procedure and registry of client claims to AENOR disposition, within the scope of the solicited activity.
 - Conserve by a minimum period of three years after the certification, the registries that demonstrate the fulfillment of its technical requirements, except for argued request to AENOR, which will decide on the matter.