

# Questionnaire for certification of the production process of cosmetic products in accordance with PN-EN ISO 22716



PLEASE COMPLETE THE QUESTIONNAIRE AND SEND IT TO:

e-mail: [jcw.pl@tuvsud.com](mailto:jcw.pl@tuvsud.com)

TÜV SÜD POLSKA SP. Z O.O., UL. DZIAŁKOWA 8, 41-506 CHORZÓW

## General part

### Company details (central office)

Data for other locations should be provided on additional pages (Information about company)

Company name:

NIP\*:

Street, number:

Postcode, city:

e-mail:

Contact person:

Position:

Phone:

Send the offer to the address:

### Certification acc. to:

EN ISO 22716:2007 – Cosmetics - Good Manufacturing Practices (GMP) - Guidelines on Good Manufacturing Practices

### Audit type

Certification audit (CA)

Recertification audit (RA)

### Certificate transfer (please enclose copy of the current certificates)

certificate is to be taken over from the previous certification body - copy of a current certificate must be attached

### Currently owned certificates

Standard:

Certificate valid to:

Certification Body:

Standard:

Certificate valid to:

Certification Body:

## Information about company:

Sites	Site 1 = Central Office	Site 2	Site 3
<b>Name and address of company:</b>			
<b>Total number of employees per site:</b>	Number:	Number:	Number:
<b>Employees of each departments:</b>			
- Production departmen:	Number:	Number:	Number:
- Quality control department	Number:	Number:	Number:
- Maintenance department	Number:	Number:	Number:
- Purchasing department	Number:	Number:	Number:
- Warehouses:	Number:	Number:	Number:
<b>Production processes implemented by the company in an each location:</b> (e.g.: production, confection, control, storage, shipment)			
<b>Are there any processes (key processes as production, storage, shipment), that you outsource?</b>			
<input type="checkbox"/> yes <input type="checkbox"/> no			
If so, please specify witch and where and, if necessary, attach copies of the subcontractor's certificates?			
Is work shiftable? <input type="checkbox"/> yes <input type="checkbox"/> no			
If yes, how many shifts:			
If yes, is the production profile on each shift the same? <input type="checkbox"/> yes <input type="checkbox"/> no			

NOTE: AFTER FILLING PROTECTED INFORMATION

ID:

TÜV SÜD Polska Sp. z o.o.

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## Information about manufactured cosmetics categories:

Based on the REGULATION OF THE MINISTER OF HEALTH dated 16 June 2003 regarding the category of cosmetics products:

- 1) For the skin (hands, face, feet, etc.): creams , emulsions , lotions , gels , oils , balm ,
- 2) Face masks (except of chemical peeling products) ;
- 3) Tinted bases (liquids, pastes, powders) ;
- 4) Make-up powders , bath powders , hygienic powders ;
- 5) Toilet soaps , deodorant soaps ;
- 6) Perfumes , toilet waters , cologne water ;
- 7) Bath mixtures , shower mixtures ;
- 8) Depilatory products ;
- 9) Deodorants , anti-perspirants ;
- 10) Hair tints and bleaches , products for waving, straightening and fixing ,  
setting products , cleansing products , conditioning products , fixing products (lotions, lacquers, brilliantness) ;
- 11) Shaving products (creams, foams, lotions, etc.) ;
- 12) Products for making up , products for removing make-up ;
- 13) Lip care products , lip painting products ;
- 14) Teeth care products , mouth care products ;
- 15) Nail care products , nail painting products ;
- 16) Intimate external vaginal cleansing products ;
- 17) Sunbathing products , UV protection products ;
- 18) Self-tanning products ;
- 19) Skin-whitening products ;
- 20) Anti-wrinkle products ;

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## Klauzula Informacyjna

TÜV SÜD Polska Sp. z o.o. with its seat in Warsaw, address: 00-252 Warszawa, ul. Podwale 17 (hereinafter TÜV SÜD) as the administrator of your personal data, with a view to adapting to the new obligations in the field of personal data processing, in particular the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of persons individuals with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46 / EC (hereinafter GDPR), provides information on the processing of your personal data by us.

All information regarding the processing of personal data can be found on the website: <https://www.tuvsud.com/pl-pl/ochrona-danych-osobowych>.

**I confirm the truthfulness of the information contained in the survey and declare that:**

1. I know and accept the relevant Certification Program (PR22716), Regulations of the Certification Center TÜV SÜD Polska Sp. z o.o. and the General Terms and Conditions of TÜV SÜD Polska Sp. z o.o., and in the case of signing a certification agreement, I undertake to comply with them (<https://www.tuvsud.com/pl-pl/uslugi/centrum-certyfikacji> / <https://www.tuvsud.com/pl-pl/o-nas/dane-firmy-i-owh> ).
2. The information contained in the questionnaire is the basis for preparing the offer and planning the evaluation. In the event of discrepancies in the course of the assessment between the data from the application and the actual state of affairs, it is possible to limit the scope of the assessment or change the general part.

**NOTE: This questionnaire becomes a formal application for certification when the offer of TÜV SÜD Polska Sp. z o.o. is accepted and the order for certification was send.**

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Place and date

.....  
First name, last name of the person authorized to contact  
with TÜV SÜD Polska Sp. z o.o.