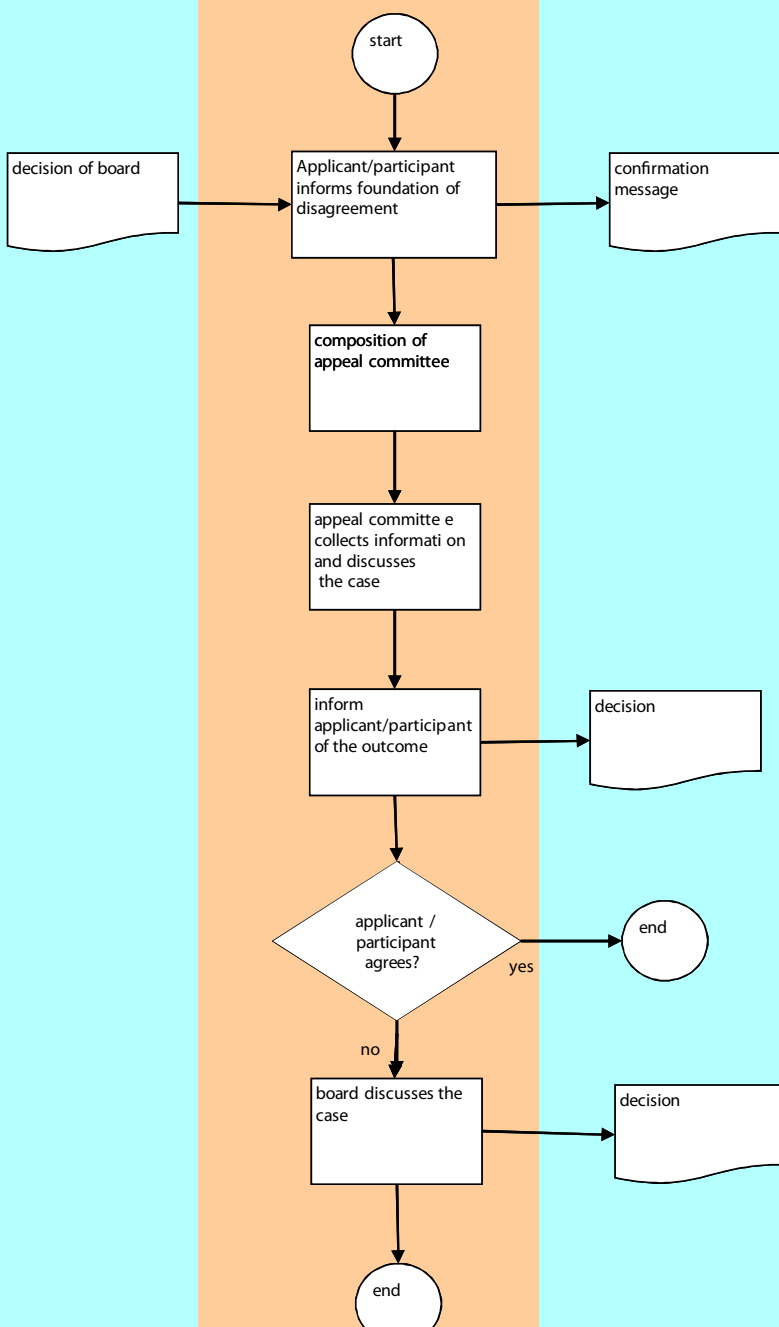
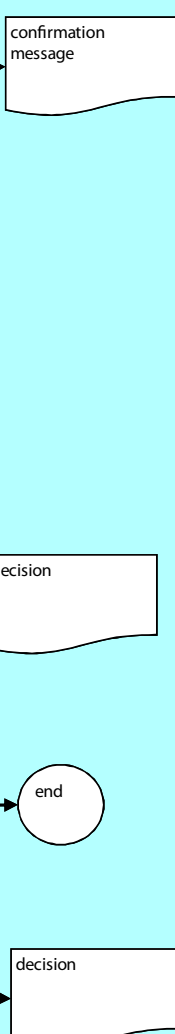


Accreditation procedure 1.3 Completion of accreditation procedure v1.0

DOCUMENTS IN	FLOW INITIAL AUDIT	DOCUMENTS OUT	RESPONSIBILITIES				REMARKS
			applicant / participant	foundation - secretariat	foundation - board	appeal c ommittee	<b>R = responsible</b> <b>A = accountable</b> <b>S = supportive</b> <b>C = consulted</b> <b>I = involved</b>
							<p>can start at any moment when applicant/participant disagrees with a decision of the board</p>
			R	I			<p>in case of disagreement with a decision of the board applicant/participant informs foundation within 2 weeks foundation sends confirmation message to applicant</p>
					R	I	<p>composition of appeal committee within 1 month board chooses members and if needed other people to be involved notification to applicant/participant of composition of the appeal committee</p>
						R	<p>appeal committee meets within 2 months if more information is needed they will contact the applicant/participant</p>
					I	R	<p>appeal committee informs applicant within 2 weeks after the decision and informs board</p>
			R	I	I		<p>in case of disagreement with the decision applicant/participant informs foundation within 2 weeks</p>
			I		R		<p>board discusses the case within 3 months foundation informs applicant / participant within 2 weeks after the decision</p>