Certification procedure 1.1 Application procedure v1.1 **DOCUMENTS OUT** RESPONSIBILITIES DOCUMENTS IN FLOW APPLICATION REMARKS oundation - secretariat applicant / participant foundation - board organization R = responsible A = accountable S = supportive audit C = consulted I = involved start of participation in GSPP start R application form can be downloaded from website application form filling in and sending application form + paying of entrance fee or requested from secretariat foundation information complete? R If not: message to applicant complete? entrance fee paid? fee not paid within a month: message to applicant yes If the secretariat of GSPP is of the opinion that there might be objections, the GSPP board will be consulted. message to applicant R non-acceptance: e.g. in case of damageing reputation objections? or interests of GSPP if not accepted: message with explanation to applicant end approved application form to AO's within 1 week approved application form R message to applicant with sending of - reference to relevant documents on website documents message to applicant + documents - description of procedure end