

DOCUMENTS IN	FLOW ENDING	DOCUMENTS OUT	RESPONSIBILITIES				REMARKS
			applicant / participant	foundation - secretariat	foundation - board	audit organization	<p>R = responsible A = accountable S = supportive C = consulted I = involved</p>
	<p>start</p>						can starts at all times
	<p>participant does not meet obligations OR sends registered letter</p>		R				<p>in case of breaching obligations, GSPP sends a message to participant; if problems not solved -> ending of certification</p> <p>in case the participant wishes to end the agreement, participant needs to send registered letter with reasons why + date of ending</p>
	<p>removal from the system</p>	<p>confirmation message to participant</p>	R	I	I		<p>within 2 weeks: GSPP sends confirmation message to participant with date of ending + penalties in case of infringement</p>
	<p>check if all financial obligations are fulfilled and send invoices if needed</p>		R				<p>inform GSPP board and AO's</p> <p>remove from register</p> <p>remove username/password</p>
	<p>complete?</p>	<p>message to participant</p>	R				
	<p>end</p>						