

**APPLICATION FORM:
PROVISIONAL APPROVAL SCHEME FOR CERTIFICATION BODIES FOR
NCCF ECOTOURISM STANDARD**

To apply for Provisional Approval as a Certification Body under the NCCF Ecotourism Standard, please complete this application form and email it to NCCF (info@nccf.in) accompanied by:

- 1. Documents as listed in Annex 1 of application**
- 2. Application Fee details and instructions in Annex 2**

Before completing and submitting the application form, relevant documents relating to the Provisional Approval of CBs for NCCF Ecotourism Standard should be carefully studied which are available on NCCF website and can be accessed [here](#).

In case of any clarification, please contact NCCF at info@nccf.in.

PART A: GENERAL INFORMATION			
1. Name of Certification Body			
2. Address of Certification Body (Main Office/HQ)			
City			
State		Pin Code	
3. Contact Details			
Phone			
Email			
Website			
4. Legal Entity Details			
Status			
Registration No.			
Date of Registration			
Registration Authority			
PAN No.			
GST No.			
5. Address of Registered Office & Place of Registration			
<i>(Note: If registered outside the country where Main Office is located. Also provide above details of approval to operate or to do business in India/ other countries and annex copy of the approval granted.)</i>			
6. Head of Organisation			
Name			
Designation			
Email			
Contact Number			
7. Organisation Representative/Primary Contact Person			
Name			
Designation			
Email			
Contact Number			
8. Branch Offices/Subcontractors			
<input type="checkbox"/> Yes If yes, provide details of activities carried out from each branch or by subcontractors, if any, by attaching a separate sheet.		<input type="checkbox"/> No	

PART B: ORGANISATION ACCREDITATION INFORMATION

9. Accredited for ISO 17065 from NABCB or any other IAF MLA signatory for other Schemes

☐ Yes

☐ No

10. List of Accreditations along with Accreditation Bodies

Name of AB	Name of Scheme	Year of Initiation	Validity Period

11. Any provisional approval from NCCF for any other scheme

☐ Yes

☐ No

If yes, provide date of grant and validity of the provisional approval

12. Other Approval(s) from Govt. or Regulatory Bodies if any

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13. Activities other than certification within the same legal entity

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PART C: PERSONNEL INFORMATION			
14. Personnel Details of Organisations			
Managerial Staff	Auditors/Experts	Support Staff	Total
15. Any other information			
<p>Declaration:</p> <p>1. I hereby declare that the above information furnished by me/my organisation is true to my knowledge.</p> <p>2. If any information given along with this application is later found to be false, NCCF may decide to cancel our application.</p> <p>3. We shall obtain NABCB accreditation as per ISO 17065 within a maximum period of two (02) years of being granted provisional approval.</p>			
Signature of Head of Organisation or Authorized representative and Seal of Organisation			
Date/Place			

Annex 1: List of Documents

1. Organization Registration Certificate
2. Memorandum / Articles of Association (copy only)
3. Master List of Documents relating to Provisional Approval of CB for NCCF Ecotourism Standard (with issue and/or revision status)
4. Quality Manual in accordance with ISO 17065 and NCCF Ecotourism Standard, if available
5. Documentation relating to Provisional Approval of CB for NCCF Ecotourism Standard (Procedures, Competence Criteria, Formats, Checklists etc.)
6. Profile/CV of Managerial Personnel & Auditors
7. Application Fee: Amount, Cheque / DD No
8. CRM-cum-Assessment Report format for Provisional Approval of CB duly filled in
9. Any other Documents

Annex 2: Payment Details

- a) Application fee: INR 30,000/-
- b) Person-day charges: INR 20,000/-
- c) Travel, stay on actuals.

RTGS/NEFT

Bank Account of NCCF

Name of Account Holder	Network for Certification & Conservation of Forests
Bank Name	Union Bank of India
Bank Address	C-32, C Block, Pocket C, Sector-18 Noida, 201301
Bank Account No.	110611100004544
RTGS / IFSC Code	UBIN0917966