**APPLICATION TO PARTICIPATE IN THE ACCREDITATION PROGRAMME**

|  |  |  |
| --- | --- | --- |
| **A** | **CORPORATE INFORMATION** | **ANSWER** |
| **1** | Full name of organisation |  |
| **2** | Address Name, telephone/fax number/e-mail address  |  |
| **3** | Name of the principal contact and position in organisation. |  |
| **4** | Has any Director, Partner, key employee or Associate or any of their relatives been employed by Scotland Food & Drink or the Scottish Government Food, Drink and Industry Growth team? |  |
| **5** | Confirm if your business holds current membership of Scotland Food & Drink or not. |  |
| **6** | Indicate the main areas of activity/sales of product of your business - in order of contribution to turnover  |  |
| **5** | Indicate the markets that you currently supply into. |  |
| **6** | Indicate the markets you are aiming to target as part of business growth. |  |
| **7** | Indicate where you see that holding BRCGS accreditation will help your business and in which markets? |  |

|  |  |  |
| --- | --- | --- |
| **B** | **EXPERIENCE/TRACK RECORD** | **ANSWER** |
| **8** | There is a relationship between assisting businesses to achieve a 3rd party accreditation, and once achieved businesses resourcing this into the future. How would this be dealt with? |  |
| **9** | Provide details of other business accreditations currently held, such as SALSA, QMS, ISO, IiP etc |  |
|  | How many years has the business been operating?  |  |
| **10** | Only if asked, are you willing and able to provide a statement from your bank or accountant which confirms the financial standing of the business and its ability to resource growth.  |  |

|  |  |  |
| --- | --- | --- |
| **C** | **ABILITY AND CAPACITY** | **ANSWER** |
| **11** | Please state separately - the total number of permanent employees within your company to and temporary/seasonal that would be employed in the part of the business to which the accreditation would apply.  |  |
| **12** | Outline the technical or vocational qualifications and ability of key staff who would work on achieving BRC accreditation. |  |
| **13** | Does the business have dedicated technical staff? If so, please advise job title/s |  |
| **14** | Is the business currently supported by Scottish Enterprise, HiE or any other organisation? Please provide brief details of the type of support or programme and level of funding, if any.  |  |
| **15** | Do you manufacture in a premises that has a defined layout, segregation and foreign body detection equipment? |  |

|  |  |  |
| --- | --- | --- |
|  | **DECLARATION** |  |

I/we certify that the information supplied is accurate to the best of our knowledge and understanding and I/we accept the conditions and undertakings requested in the questionnaire which includes a requirement to pay Scotland Food & Drink a contribution of £1,250 (if the business is not a member of Scotland Food & Drink) or £550 for SF&D members. I/we understand that costs for a BRC application and audit fee will also be payable by the participating business.I/we understand and accept that false information provided at any stage could result in exclusion from the programme.

|  |  |
| --- | --- |
| **Full name** |  |
| **For and on behalf of** |  |
| **Date** |  |