

|  |
|--|
| Please do not fill in this column for applicants |
| Numbering:                                       |
| Receipt Date:                                    |
| Receipt No. :                                    |
| Case Leader:                                     |

The applicant intends to apply to Bao Fu Asset Management Co., Ltd. (hereinafter referred to as "Bao Fu") for verification by the management system certification body, and agrees to accept the following terms:

- I 、 The applicant is willing to submit an application for verification in accordance with the relevant specifications of Bao Fu.
- II 、 The applicant agrees to the documents related to Bao Fu's verification of the certification body in Chinese traditional, which will include legally binding documents, regulations, etc. If the applicant is not familiar with the meaning of Chinese traditional Chinese words and affects the verification of related rights, the applicant agrees to bear all responsibilities.
- III 、 The Applicant agrees and acknowledges that, in addition to the "Rights and Obligations Regulations" attached to this application, which forms part of the rights and obligations of both parties, Bao Fu will also publicly disclose Chinese Traditional standard documents (including but not limited to announcements disclosed in written or online form, email notices, etc.) on the relevant verification matters of the "Scope of Verification of Application", which will include legally binding documentsThe applicant undertakes to obtain his/her own knowledge and to comply with and be bound by the specifications of these documents.
- IV 、 In accordance with international standards and norms and based on the principle of confidentiality, Bao Fu will disclose relevant information in accordance with laws and government regulations and internal operating procedures, such as reporting the applicant's information to the competent authority, announcing the approval of information and other matters. Matters not to be disclosed by the applicant:
- V 、 By signing this document, the applicant is deemed to have accepted the company's verification specifications and relevant regulations.

Sincerely

Bao Fu Asset Management Co., Ltd

|                            |                   |
|----------------------------|-------------------|
| Signature of the applicant | Applicant's stamp |
|                            |                   |

Application Date:

# Application form

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|  |   |  |                              |
|--|---|--|------------------------------|
| <b>Basic data</b>  | <b>name</b>   | <b>ID number</b>   | <b>Date of birth</b>         |
|  |   |  |                              |
|  | <b>Education/Graduate School Department</b>   | <b>mobile phone</b>  | <b>E-mail</b>                |
|  |   |  |                              |
|  | <b>Line ID</b>  | <b>occupation</b>  | <b>Affiliation and title</b> |
|  |   |  |                              |
| <b>Verification type</b>   | <input type="checkbox"/> Initial Verification Request <input type="checkbox"/> Revalidate Application   |  |                              |
| <b>Scope of application</b>  | <input type="checkbox"/> ISO 14001 <input type="checkbox"/> ISO 14064-1 <input type="checkbox"/> ISO 14064-2 <input type="checkbox"/> ISO 14067   |  |                              |
| <b>Industries</b>  | <input type="checkbox"/> manufacturing, <input type="checkbox"/> service industry, <input type="checkbox"/> organizations <input type="checkbox"/> vocational training institutions, <input type="checkbox"/> trade unions  |  |                              |
| <b>Course hours</b><br>Each item is more than 40 hours   | <input type="checkbox"/> ISO 14001 <input type="checkbox"/> ISO 14064-1 <input type="checkbox"/> ISO 14064-2 <input type="checkbox"/> ISO 14067   |  |                              |
| <b>Empirical conditions</b><br>It takes more than 2 years  | <input type="checkbox"/> environmental protection or management <input type="checkbox"/> energy technology or management <input type="checkbox"/> occupational safety and health, <input type="checkbox"/> risk management<br><input type="checkbox"/> quality management and other related testing <input type="checkbox"/> engineering design, <input type="checkbox"/> counseling and consulting   |  |                              |
| <b>Engagement experience</b>   | <input type="checkbox"/> ISO 14064-1-2 pieces <input type="checkbox"/> ISO 14064-2 ucompleted 5 days <input type="checkbox"/> ISO 14067 observation 2 pieces  |  |                              |
| <b>Estimated verification month</b>  |   |  |                              |
| <b>Special needs</b>   |   |  |                              |
| <b>Message source (optional)</b>   | <b>Purpose of application (optional)</b>  | <b>Attach documents</b>  |                              |
| <input type="checkbox"/> Radio program<br><input type="checkbox"/> Print media (including car body advertising)<br><input type="checkbox"/> EDM<br><input type="checkbox"/> Website<br><input type="checkbox"/> Briefing<br><input type="checkbox"/> Introduced to others<br><input type="checkbox"/> Other. | <input type="checkbox"/> Increase awareness and understanding<br><input type="checkbox"/> Build skills and knowledge<br><input type="checkbox"/> Comply with regulations and standards<br><input type="checkbox"/> Reduce emissions<br><input type="checkbox"/> Support sustainable development<br><input type="checkbox"/> Drive research and innovation<br><input type="checkbox"/> Provide opportunities for career advancement<br><input type="checkbox"/> Promote corporate social responsibility<br><input type="checkbox"/> Other_ | <input type="checkbox"/> ID card or health insurance card<br><input type="checkbox"/> Proof of training course hours<br><input type="checkbox"/> Proven empirically<br><input type="checkbox"/> Graduation certificate |                              |

## **Bao Fu personnel verify the rights and obligations of the regulations**

Bao Fu Asset Management Limited (hereinafter referred to as the Company) and the persons who have applied for or have been verified by the Company agree to abide by the following terms and conditions, and hereby undertake to:

### **1. Noun definitions**

- 1.1 **Verify:**  
The Company has verified that the applicant meets the specifications and requirements set by the Company, and expresses the applicant's statement that the applicant has the specific ability to perform the specific activity.
- 1.2 **Compliance assessment**  
This includes, but is not limited to, testing, calibration, inspection, verification, performance of proficiency tests, production, confirmation and verification of reference materials.
- 1.3 **Applicant:**  
The institution (organization) that has applied for verification or has been verified by the Company shall be a legal entity or a part of a legal entity.
- 1.4 **Warn**  
If the decision to terminate the temporary termination is not reached, a warning will be given and the decision will be made within a time limit for improvement.
- 1.5 **Temporary Termination :**  
A decision to invalidate all or part of the scope of verification for a specific period.
- 1.6 **Column reduction**  
The decision to invalidate a portion of the validation scope.
- 1.7 **Pull the plug:**  
The decision to invalidate the entire scope of validation.
- 1.8 **Revoked:**  
The decision to make the scope of validation all retroactive and invalidate.

### **2. Verification Marks for Use**

- 2.1 After the applicant obtains the certification, he or she obtains the right to use the certification mark.
- 2.2 The applicant shall not use the verification mark without obtaining the verification.
- 2.3 The applicant may use the Verification Mark during and within the scope of the Verification.
- 2.4 If the applicant's verification scope has been temporarily terminated, reduced, terminated or revoked, the verification mark shall not be used within the scope of such suspension, reduction, termination or revocation.
- 2.5 When the certification document issued by the applicant for conformity assessment contains non-verification content, it should clearly and clearly distinguish between the verified content and the non-verification content in the document.
- 2.6 The right to use the verification mark obtained by the applicant after verification shall not be directly or indirectly transferred or authorized to be used by a third party in any way.
- 2.7 The Applicant shall not use words, graphics, numbers, symbols or other expressions of the same or similar to the Applicant to imply or confuse the content of the Company's verification of the Applicant when using the object with the Verification Mark.
- 2.8 If the applicant violates the prohibition on the use of the verification mark, it shall compensate for the damages, expenses incurred and liquidated damages three times the total amount of damages caused by the breach of contract.

2.9 After the Company notifies the applicant in writing of any change in the verification mark, the company may terminate the right to use the verification mark if the applicant does not change it.

3. **Rights and obligations of the Company**

3.1 The Company reserves the right to change the verification procedures, specifications and requirements within a reasonable period of time.

3.2 If the applicant whose notice is affected by the change is notified, the applicant who does not object in writing after receiving the notice shall be deemed to have agreed to the change.

3.3 The Company may modify the verification mark at any time, and notify the applicant in writing when there is any change in the verification mark.

3.4 The Company shall post the verification content on the Company's website or otherwise announce it.

3.5 The Company shall record the applicant's complaints or appeals regarding the verification, and respond to them in accordance with the Company's regulations.

3.6 The verification of the Company only means that the applicant meets the relevant specifications and requirements at the time of applying for verification, and does not assume any guarantee for the authenticity of the object and the content of the verification mark used by the applicant in the future.

4. **Applicant's rights and obligations**

4.1 Applicants should meet the requirements of government regulations.

4.2 The applicant shall cooperate with the requirements of the Company and submit the relevant documents and information required for verification according to the facts.

4.3 The applicant shall maintain compliance with the verification specifications, requirements and relevant regulations set by the Company after obtaining the verification from the beginning.

4.4 Applicants should accept the relevant activities required for verification by the Company.

4.5 The applicant shall cooperate with the Company's various verification activities, provide the necessary venues, personnel and necessary assistance for the completion of the activities to ensure the successful completion of the relevant activities, and shall ensure that the premises have adequate safety measures and meet all relevant laws and regulations for safe work standards.

4.6 The work performed by the applicant within the scope of verification shall be recorded, and the relevant records shall be kept for at least six years and shall be subject to the Company's inspection. If the scope of verification involves other special regulations of the Company that require the retention of records for more than six years, such provisions shall be followed.

4.7 Six months before the expiration of the validity period of the verification or other relevant provisions of the Company, the applicant shall apply for re-verification at the time and in the manner prescribed by the Company. If the applicant fails to submit within the aforesaid time limit or fails to cooperate with the Company's verification operation, resulting in the failure to extend the validity period of the verification, the loss incurred shall be borne by the applicant himself.

4.8 The applicant shall inform the Company of the actual or any potential hazards that may be involved or introduced by the Company as a result of the verification activities, as well as all necessary safety measures required, and shall be liable for compensation if the Company suffers damage due to false statements or omissions.

4.9 In the event that the Company is claimed by any third party for providing verification to the applicant, the applicant shall be liable for the third party's claim if it is attributable to the applicant.

4.10 If the applicant has any of the following changes, the applicant shall apply to the Company within 15 days (calendar days) from the day following the date of the change.

4.11 Legal, commercial, ownership, responsible or organizational status.

4.12 Organizational structure, top management, and key personnel to verify relevant requirements.

- 4.13 Resources & Addresses/Addresses.
- 4.14 Verify the contents of the description.
- 4.15 Business has been suspended for more than 30 consecutive days or other factors that may affect the applicant's ability and operation.
- 4.16 Other matters that may affect the applicant's compliance with the verification specifications and requirements.
- 4.17 If the applicant has been temporarily terminated, reduced, terminated or revoked by the Company, if the relevant services have been provided to the third party within the scope of the verification, the applicant shall immediately notify the aforesaid third party in writing and stop the relevant services.
- 4.18 When the applicant has made an application after the Company has disposed of it by way of reduction, termination or revocation.
- 4.19 When an application for addition of the same scope of reduction is made after the reduction, the applicant shall complete the correction of the reasons for the previous disposition.
- 4.20 In the event that an application is filed after termination or revocation, the applicant shall complete the correction of the cause of the previous disposition.
- 4.21 The applicant may lodge a complaint or appeal against the Company's services.

5. **Expenses**

- 5.1 The applicant shall pay the fee in accordance with the method and time limit prescribed by the company, and shall be legally liable for delay if there is any delay.
- 5.2 The fee in the preceding paragraph includes local business tax but excludes any other tax heading.
- 5.3 The applicant should pay the payment within the specified time after receiving the payment note. If there is any delay, interest shall be calculated at the rate of 1% of the monthly interest rate from the day after the date of delay to the date of repayment, and the interest shall be calculated on a pro-rata basis for less than one month.
- 5.4 If the applicant is delayed in paying the fees required for verification, the Company may terminate the applicant's application or terminate the verification.

6. **Intellectual Property Ownership**

- 6.1 The applicant authorizes the Company to use the intellectual property rights of the documents or articles delivered by the applicant free of charge for the purpose of verification activities or other similar verification cases.
- 6.2 The intellectual property rights of any information, documents, materials and computer programs developed by the Company during the verification period belong to the Company.
- 6.3 Unless otherwise agreed in writing by both parties, the intellectual property rights that existed before the applicant's application shall not be affected by these rights and obligations.

7. **Other Breach of Contract**

- 7.1 If the applicant has been reduced and disposed of by the Company, the Company will not accept the application for addition of the same reduction within three months from the day after the effective date of the disposal.
- 7.2 If an applicant is terminated or revoked by the Company, within three months from the effective date of the disposition, the Company will not accept verification applications from the same applicant, except for applications for other verification schemes.
- 7.3 The applicant may voluntarily apply for temporary termination, write-down or termination. However, if the Company discovers that the applicant is in danger of being subject to temporary termination, write-down or termination, the Company may refuse its voluntary temporary termination, write-down

or termination. Apply. The maximum period for the aforementioned applicant to apply for temporary termination is 6 months.

7.4 After the applicant is terminated or revoked by the Company, the applicant shall return the verification certificate or invalidate it within five working days from the date of termination or revocation.

**8. Exercise of the right of termination**

8.1 If the applicant ceases business for one year, the Company may terminate the applicant's verification and the matters agreed upon by both parties by written notice.

8.2 If the applicant wishes to terminate the matters agreed by both parties, it shall notify the Company in writing ten working days in advance. The applicant shall also pay all the case work fees performed by the Company up to and including the termination date and all expenses incurred by the Company in handling the matters agreed upon by both parties to the termination.

8.3 In the event of unilateral termination of the agreement between the two parties due to the unilateral termination of the agreement attributable to the Company, the Company shall notify the applicant in writing ten working days in advance, and the Company will refund the overdue fees without interest.

8.4 With regard to the reasons for the exercise of the right of termination, the party that terminates shall notify the other party of the reasons for such termination, and may make an announcement if it involves public welfare.

**9. Confidentiality Obligations**

9.1 The Company shall provide reasonable confidentiality measures for the information obtained or generated during the verification process. The Company may not use, disclose or reproduce it except for the Company's employees, assessors, technical experts, observers and those who need to know it in order to provide verification. Except for the purpose of verification, the Company shall not transfer the information obtained or generated during the aforesaid verification process for other purposes.

9.2 The information obtained or generated by the Company in the verification process mentioned in the preceding article shall be subject to the obligation of confidentiality, excluding the following circumstances:

- a) The information provided by the applicant has been disclosed at the time or has been disclosed later due to no fault of the Company.
- b) The Company is legally free from a third party who is not required to have any confidentiality obligation to the applicant.
- c) The applicant has been a holder of the Company before providing it.
- d) The employees of the Company have independently developed the same information as the foregoing without reference to the information obtained or generated during the verification process in any way.

9.3 The Company shall obtain the written consent of the applicant before the Company may provide the information obtained or generated during the verification process of the applicant as a result of the contract with the third party.

9.4 The Company may, at the request of laws and regulations or government agencies, provide the information obtained or generated by the Applicant's verification process and the relevant materials derived from the evaluation, except as prohibited by laws and regulations, without the restrictions in Article 9.1, and shall inform the Applicant of the relevant information, and if the relevant information provided by the Applicant is not required by laws and regulations, it shall be handled in accordance with its provisions.

9.5 Either party to these Terms of Use is free to decide whether or not to inform the other party of the following information:

- a) Confidential information of another party that is known to a third party.

b) Verification of applicable regulations, technical regulations or technical standards.

**10. Liability**

- 10.1 The applicant shall be liable for all damages arising from the Company's failure to complete the verification within the validity period due to reasons attributable to the applicant, and shall bear all expenses incurred thereby.
- 10.2 If the applicant abuses the certification granted by the Company and causes damage to the Company, the Company shall be liable for damages.
- 10.3 The Company shall not be liable for any damages arising from the following verification process, except for those caused by intentional acts.
- a) Death or injury to an employee, representative or subcontractor of the applicant during the verification process.
  - b) loss of or damage to the property of the applicant's employees, representatives or subcontractors.
- 10.4 Both parties shall be fully liable to the third party for any damage caused by the cause attributable to them.
- 10.5 Upon becoming aware of any incident that may result in such a claim for compensation, any party to these Terms of Use shall immediately notify the other party and shall use any possible means to prevent the occurrence and expansion of damages.

**11. Other**

- 11.1 If the applicant is unable to fulfill these regulations, the company may take necessary measures and terminate the right to use the verification mark. The relevant measures shall apply to the attached "Disposal Rules" with examples and details.
- 11.2 During the validity period of the verification, if there is a need to adjust the content of these Terms of Use due to the amendment of the verification specifications and requirements set by the Company, the Company may amend the provisions of the Terms of Use, and the applicant shall not object.
- 11.3 The Company shall notify the applicant in writing within a reasonable period of time and give the applicant an adjustment of the period of time to comply with the specifications and requirements of the amendment.
- 11.4 The Company may suspend all or part of the verification activities of the Verification Service Plan or the Verification Program due to changes in the needs of the competent authority or the Program Owner, or in response to changes in regulations or international requirements, and notify the Applicant one month before the cessation of providing Verification Activities. Applicants should notify their affected customers within one month after receiving the notification.
- 11.5 In the event of a special type of verification in these Regulations, the Company has the right to decide not to apply these Regulations, and to agree with individual applicants in separate regulations.
- 11.6 All disputes arising out of or in connection with these Terms of Use shall be governed by the laws of the Republic of China.
- 11.7 In the event of any dispute, controversy, disagreement or violation of these Terms of Use, arbitration shall be requested in accordance with the Arbitration Law of the Republic of China, and Taichung City shall be the seat of arbitration. If the parties involved in the litigation are thus involved, it is agreed that the Taichung City District Court shall be the court of first instance.

In addition to these Regulations, any provisions on the verification annex or other subsequent norms shall be supplementary provisions binding on the rights and obligations of both parties. If there are still unfinished matters, the two parties may agree to supplement them.

# Application form

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| Type of disposition           | <u>Examples of application</u>   |
|-------------------------------|--|
| <b>General clauses</b>        | <ol style="list-style-type: none"> <li>1. In any of the following circumstances, the Company may temporarily terminate, reduce, terminate, revoke or dispose of it accordingly:                             <ol style="list-style-type: none"> <li>(1) It is stated in a government document that the applicant has violated the law.</li> <li>(2) The applicant has violated the company's verification regulations as stated in the official government document.</li> <li>(3) The applicant has been notified of the violation by the owner of the conformity assessment scheme and has violated the company's verification regulations.</li> <li>(4) The applicant has been disposed of by the owner of the conformity assessment scheme.</li> <li>(5) The applicant fails to cooperate with the change of the Company's verification regulations within the time limit.</li> <li>(6) The applicant has not consistently complied with the verification specifications, requirements and relevant regulations set by the Company.</li> <li>(7) The applicant's operation violates relevant laws and regulations.</li> <li>(8) If the applicant is involved in the verification or verification scope recovery process or regular/irregular surveillance evaluation, non-compliance report, corrective improvement has expired, and the improvement has not been completed.</li> </ol> </li> <li>2. If the company verifies that the specific service plan has other provisions, it shall be handled in accordance with its provisions.</li> </ol>  |
| <b>Warn</b>                   | <p>When any of the following circumstances occurs, but the disposition of temporary termination, write-down or termination is not reached, the Company may issue a warning and notify the Company to make improvements within a time limit:</p> <ol style="list-style-type: none"> <li>1. The applicant has not conducted the conformity assessment in accordance with the conformity verification standards, procedures or specifications verified by the Company.</li> <li>2. The applicant has repeatedly violated the non-conformities of the same cause.</li> </ol>   |
| <b>Temporarily terminated</b> | <p>In any of the following circumstances, the Company may temporarily suspend all or part of the scope of verification:</p> <p>Note:</p> <ol style="list-style-type: none"> <li>1. The applicant fails to perform the conformity assessment activities in accordance with the conformity assessment standards, procedures or specifications verified by the Company, including but not limited to inappropriate, unreasonable simplification, reduction or error, and there is a risk that the conformity assessment results will be seriously or significantly affected.</li> <li>2. The applicant's ability or resources within the scope of verification cannot continue to meet the Company's verification requirements.</li> <li>3. Within the scope of verification accepted by the company's specific service plans, regulations or requirements, the applicant shall issue a certificate of compliance with the company's verification mark within the non-verification scope.</li> <li>4. The applicant is unable to cooperate with the company's verification and evaluation activities during the verification period.</li> <li>5. The applicant was warned by the company and notified of a deadline for improvement, but the applicant still did not improve within the deadline.</li> <li>6. The applicant has violated the same reasons for which the company has issued a warning within three years.</li> <li>7. The applicant has violated the company's regulations in other ways.</li> </ol> <p>In any of the following circumstances, the Company may temporarily suspend the entire scope of verification:</p> <ol style="list-style-type: none"> <li>1. The Company has not notified the affected customers in writing after the reduction and disposal.</li> <li>2. After the company has delisted the items, appropriate measures have not been taken to deal with the issued conformity assessment certificates for the delisted scope.</li> <li>3. Those who fail to cooperate with the Company in accessing relevant records regarding the scope of the write-down after the Company has made a write-down.</li> </ol> <p>Note: The maximum period of temporary termination is six months, and the applicant can apply for reinstatement within the period of temporary termination. The applicant should submit an application for restoration and improvement of the data at least three months before the expiry date of the suspension period, and if there is a need to correct the improvement data, the correction of the improvement data should be completed one month before the expiry date of the suspension period.</p> <p>In addition to the above, the Company may not accept the applicant's application for reinstatement of qualification for one to three months under any of the following circumstances, but if the applicant fails to recover the qualification before the six-month suspension period, the Company may terminate the applicant's verification:</p> <ol style="list-style-type: none"> <li>1. Except for individual cases, the applicant cannot prove that the conformity assessment activities are performed in accordance with the conformity assessment standards, procedures or specifications verified by the company.</li> <li>2. The applicant's personnel capabilities do not meet the conformity assessment standards, procedures or specifications verified by the company, and the applicant still violates the compliance assessment standards, procedures or specifications repeatedly despite being formally notified by the company that the violation should not be repeated.</li> <li>3. Except for individual cases, the applicant shall issue a certificate of conformity assessment with the company's verification mark within the non-verification scope.</li> </ol> |

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## Disposition rules

| Type of disposition  | <u>Examples of application</u>   |
|----------------------|--|
| <b>Reduce</b>        | <p>In any of the following circumstances, the Company may reduce the scope of verification:</p> <ol style="list-style-type: none"> <li>1. Applicants cannot restore their qualifications for verification scope after the expiration of the temporary suspension of part of the verification scope.</li> <li>2. The applicant is no longer able to demonstrate the ability to maintain the specified verification scope.</li> <li>3. During the same verification cycle, an applicant who has had part of the verification scope temporarily terminated violates the reason for the previous temporary termination again within the same verification scope.</li> </ol>  |
| <b>Pull the plug</b> | <p>In any of the following circumstances, the Company may terminate the verification:</p> <ol style="list-style-type: none"> <li>1. The applicant's conformity assessment activities violate the impartiality requirements.</li> <li>2. The applicant has issued a forged or false conformity assessment certificate or a document for the same purpose.</li> <li>3. The applicant forges a certificate of authentication or a document for the same purpose.</li> <li>4. The applicant breaches the obligation of confidentiality of the information.</li> <li>5. The Certificate of Conformity Verification issued by the Applicant for non-compliance with the verification requirements, or for improper or unreasonable simplification, reduction, error or failure to perform the Conformity Verification activities, resulted in:               <ol style="list-style-type: none"> <li>(1) Damage to the public welfare, as determined by the company to be significant.</li> <li>(2) As a result of the conformity assessment, the user's loss may be an erroneous decision.</li> <li>(3) There is a risk that the Company and the relevant competent authorities may have infringed upon the qualifications of bilateral or multilateral mutual recognition, signing (or recognition).</li> <li>(4) There is a risk that the company's multilateral mutual recognition and signing qualifications with international and regional certification organizations may be infringed.</li> <li>(5) The possibility of infringement of cooperation agreements signed by the Company with other organizations.</li> <li>(6) During the validity period of the verification, it will significantly affect the credibility of the Company or other applicants of the Company.</li> </ol> </li> <li>1. The applicant has issued false or false information.</li> <li>2. Applicants who have been suspended from all verification coverage during the same verification cycle will again be in breach of the previous suspension grounds.</li> <li>3. The applicant still violates the reason for suspension during the period of suspension of all or part of the verification scope.</li> <li>4. The applicant did not apply to the Company for change of legal entity.</li> <li>5. The Company shall notify the applicant in writing of any change in the verification mark, if the applicant is not changed.</li> <li>6. After the Company temporarily terminated the disposal of all verification scopes, it did not notify the affected customers in writing.</li> <li>7. After the Company has temporarily terminated the disposal of all verification scopes, it has not taken appropriate measures to deal with the conformity assessment certificates that have been issued by the temporarily terminated scope.</li> <li>8. Those who fail to cooperate with the Company in accessing the relevant records of the temporary termination of the scope after the temporary termination of all verification scopes.</li> <li>9. The applicant failed to pay the verification fee within the deadline.</li> <li>10. Temporary termination of the listed situations, and the violation is serious.</li> </ol> |
| <b><u>Quash</u></b>  | <p>The applicant provides falsified or false information provided by the Company, and the circumstances are serious.</p>   |

Applicant :

(Signed)

Date :

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| <b>Review of the application by the certification manager</b> |   |  |
| Sr.No   | Key points of the review:   | Review of the situation                        |
| 1   | Is the job/task description clear?  |  |
| 2   | Do all participants have the educational qualifications, experience, and other competencies required to certify the program?  |  |
| 3   | Are documents of their qualifications and experience submitted with the application?  |  |
| 4   | Did all participants meet the physical abilities, such as vision, hearing, mobility, including physical fitness. If someone does not comply, write down his name and type of disability |  |
| 5   | Do they provide a training certificate (or if the training is not selected according to the requirements of the certification program)?   |  |
| 6   | Is the person selected as a trainer competent?  |  |
| 7   | Is the person selected as an examiner competent?  |  |
| 8   | Is the location of the written test acceptable?   |  |
| 9   | A copy of the training certificate with the certificate number and date   |  |
| 10  | Special requests (if any)   |  |
| <b>General comments by clerical commissioners</b>             |   |  |

If you have any objections, please contact the certification manager for the training date and exam date.

Bao Fu is a certification body and is ready to take on any grievances/complaints from applicants, candidates, and the certification process. The grievances and complaints handling process are documented in Procedure No. QP/06. As an appeal/complaint will be processed within 15 days.

Applicant's rights:

1. To choose any organization for training, it is not necessary to receive training from our organization.
2. If you find a potential conflict of interest, please decline to accept any examiner.
3. If a date scheduled by Bao Fu is inconvenient for you, please select or confirm an exam date, however, in this case, consider that there is an additional fee for the exam scheduled specifically for you.
4. Appeal the certification decision made by the Bao Fu Certification Committee.

Please sign the Certification Agreement (F/CCS/08) and submit it with this application for your acceptance to comply with the certification requirements and provide any information required for the assessment.

|                                     |                     |                       |
|-------------------------------------|---------------------|-----------------------|
|                                     | Undertaker          | Review and approval   |
| Name and signature of the applicant | Clerical Specialist | Certification Manager |