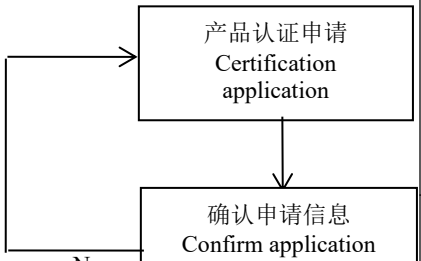
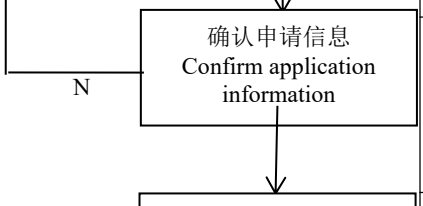
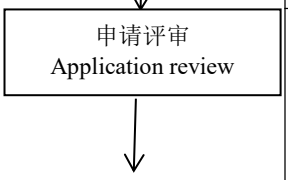
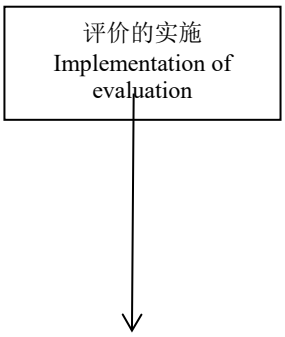
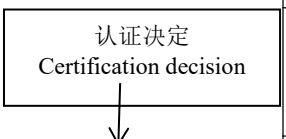
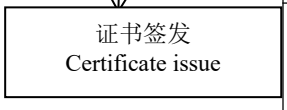
产品认证流程
Product certification process

流程图 Flow chart	流程说明 Flow description	涉及人员/部门 Personnel/Department
	客户填写《产品认证协议》及《工厂调查表》，并按要求提供所有必需的支持性文件。The client fills out the "Product certification agreement" and the "Questionnaire for factory inspection", and provides all the necessary supporting documents as required.	客户 Client
	BCTC 项目管理员接收申请材料后对申请材料进行形式审查，确认资料是否齐全。The BCTC project administrator reviews the application materials after receiving them and conducts a formality check to confirm whether all the necessary information is present.	BCTC 项目管理员 BCTC project administrator
	BCTC 认证申请评审人员应对客户提供的《产品认证协议》及所有必需的支持性文件进行评审。The BCTC certification application reviewers should conduct a review of the "Product certification agreement" provided by the client and all the necessary supporting documents.	BCTC 认证申请评审人员
	BCTC 项目管理员在申请评审通过后，根据《申请评审记录表》并基于认证范围、产品特性、认证方案及客户信息，制定《产品认证检查实施计划》。After the application review is approved, the BCTC project administrator will, based on the "Application review record form" and considering the certification scope, product characteristics, certification scheme and customer information, formulate the "Product certification inspection implementation plan".	BCTC 项目管理员 BCTC project administrator
	BCTC 认证评价人员依据认证范围覆盖的要求、认证方案的规定及《产品认证检查实施计划》，编制《产品认证实施检查表》对认证产品及所有涉及场所进行全面的评价。The certification evaluation members, based on the requirements of the certification scope coverage, the provisions of the certification plan and the "Product certification inspection implementation plan", prepare the "Product certification implementation checklist" to conduct a comprehensive evaluation of the certified products and all involved sites.	BCTC 认证评价人员 BCTC certification evaluation personnel
	BCTC 认证复核人员对提交的评价资料的充分性、准确性和符合性进行系统性检查。The BCTC certification reviewer conduct a systematic examination of the sufficiency, accuracy and conformity of the submitted evaluation materials.	BCTC 认证复核人员 BCTC certification reviewer
	BCTC 认证决定人员对提交的评价资料及复核结果做出决定。The BCTC certification decision-makers make decisions based on the submitted evaluation materials and the review results.	BCTC 认证决定人员 BCTC certification decision-maker
	BCTC 项目管理员根据认证决定制作证书，经授权人员审核批准后，通过书面或双方约定的电子形式送达获证组织。The BCTC project administrator prepares the certificates based on the certification decisions. After being reviewed and approved by the authorized personnel, the certificates are delivered to the certified organizations either in written form or in the electronic form agreed upon by both parties.	BCTC 项目管理员 BCTC project administrator