**EN*plus*® Multisite Requirements for Traders**

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Please confirm, that the following requirements for multisites are fulfilled by your company:

|  |  |
| --- | --- |
| Requirement | Yes/No |
| all site activities related to the trading of pellets are subject to a common management system which is under continuous surveillance by the central office of the multisite company |  |
| the central office is contractually responsible to the EN*plus*® certification body for ensuring that the EN*plus*® requirements are fully implemented and enforced at all sites |  |
| the central office implements an internal control system of sites’ conformity with the EN*plus*® requirements |  |
| the central office is responsible for ensuring that any conditions on which the certification is dependent, and any non-conformities issued by the EN*plus*® certification body, thereafter, are fully implemented throughout the multisite company |  |
| the central office has access to all relevant documented information required by EN*plus*® ST 1001 retained by the sites |  |
| the central office demonstrates its ability to collect and analyse data from all sites as well as demonstrating its authority over all sites as well as displaying its authority to initiate change if required |  |
| the central office has a system for ensuring that all market claims and EN*plus*® trademarks use by all participating sites are meeting the EN*plus*® requirements prior to publication |  |
| the central office appoints a quality manager that is responsible for the entire multisite company. Where the multisite company operates in more than one country, at least one quality manager shall be appointed for each country |  |
| Contract between the sites and central office available (not mandatory) |  |
| No central office and/or site in Germany (not allowed for Multisite certification) |  |

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| **Company Information** | |
| **NAME OF APPLICANT AND LEGAL FORM** |  |

**I hereby confirm, that I have taken note of the requirements for a multisite according to EN*plus*® ST 1001**

Place, date Name, signature