



UGANDA NATIONAL BUREAU OF STANDARDS

APPLICATION FORM FOR STANDARDS MARK

FOR MANUFACTURERS

(CONFIDENTIAL WHEN COMPLETED)

A) I/We wish to provide the following information in regard to our company as required under the Mandatory Standards Scheme:

Date: _____

1.	Company Name:		
	Trading Licence No:		
2.	Postal Address:	Office:	
		Factory:	
3.	Telephone/ Fax / E-mail:	Office:	<i>Tel:</i> <i>Fax:</i> <i>E-mail:</i>
		Factory:	<i>Tel:</i> <i>Fax:</i> <i>E-mail:</i>
4.	Physical Location of factory: <i>(Street, Plot No., etc)</i>		
	District:		
	LC Zone:		
5.	Name & Title of Chief Executive: <i>(e.g., Managing Director / General Manager, etc):</i>	Name:	
		Title:	
6.	Name & title of person in charge of Quality Control/Assurance:	Name:	
		Title:	
7.	Product(s):		
8.	Brand name(s) of product(s)		
9.	Factory capacity: <i>(units per year)</i>	Installed:	
		Actual:	
10.	Number of employees		

B) Details of Production Personnel

No.	Name	Qualifications	Job
1			
2			
3			
4			
5			

C) I/We hereby enclose an attested copy of the Certificate of incorporation issued by the Registrar of Firms/Companies or similar other documents authenticating the name of the firm and its manufacturing premises.

D) I/We enclose the Registration No. and Date of the Trade-Mark(s)/Brand Name(s) or documentary evidence in form of publicity/packaging material, etc in support of the Trade-Mark(s)/Brand Name(s).

E) I/We undertake to put in operation the Scheme of Inspection and Testing as recommended by the UNBS. I/We further undertake to modify and/or amend the Scheme of Inspection and Testing to bring it in line with that, which may be specified by the UNBS from time to time.

Routine records of all the inspections and tests will be kept in appropriate forms.

F) I/We agree to extend to the UNBS all reasonable facilities at the factory and also agree to pay test charges for the analysis of products for compliance to relevant standards as and when required by the Uganda National Bureau of Standard.

G) I/We undertake to abide by all the terms and conditions of the scheme and regulations prescribed under the UNBS Act. I/We also undertake not to sell any non-conforming products.

H) I/We agree to attach all certificates of analyses of our raw materials and finished products in our possession to this application

I) I/We agree to attach a copy of the description of the production process of the enterprise to this application form

J) I/We agree to attach samples of labels of all our products to this application form

K) I/We agree to attach a letter of the LC 1 of your area of location and operation

Please check that the following documents have been attached to this application form:

1. Copy of the Certificate of incorporation
2. Copies of brand name(s)/ trade mark(s) registration
3. Copies of all certificates of analyses for raw materials and finished products in your possession
4. Label(s) of all your product(s)
5. A Letter of the LC 1 of your area of location and operation

Dated this _____ Day of _____ of the Year _____

Signature: _____

Name: _____

For official use only:

File No. given to Enterprise _____