



Application for ITSMS Certification

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<u>Application for ITSMS Certification</u>	
Organization name [If the client is different from the organization to be certified, please provide full details]	
Organization address	
Contact person	
Contact tel. #	
Contact fax #	
Contact e-mail	
Description of business activities of the organization [Or specific reference to the relevant attached documentation]	
Description of organizational structure of the business [Or specific reference to the relevant attached documentation]	
Description of the locations from which the organization operates [Or specific reference to the relevant attached documentation]	
Description of the total IT infrastructure of the organization [Or specific reference to the relevant attached documentation]	
Description of the scope of the ITSMS in terms of included business activities, business, locations, and IT infrastructure [Or specific reference to the relevant attached documentation]	
Are you registered for	

Application for ITSMS Certification

ISO27001(Information Security Management System)?		
Service required [Tick as appropriate]	ISO20000 – Certification ISO20000 – Pre-Assessment	<input type="checkbox"/> <input type="checkbox"/>
Preference concerning Evaluation of Documentation [Tick as appropriate]	Documentation enclosed (see below) Evaluation at organization’s premises	<input type="checkbox"/> <input type="checkbox"/>
When do you expect to be ready for...Assessment ?		
Application filled in by [Name and designation]		
I hereby agree to comply with the requirements of certification body and supply any information needed for assessment		
Signature		
Date		

Annexures to be enclosed:

1. Information concerning the Service Management System and the activities organization covers
2. Description of the system to be certified.
3. Copy of SMS implementation and improvement plans and associated documentation.
4. Cheque/ Demand draft as application fee in favour of Pay and Accounts Officer, Department of information Technology.