Accreditation extension: application



Client	RvA	When	Explanation
Complete and send extension application	Send confirmation	Ten working days after	This is undertaken using the RvA Application Tool.
	of receipt Assess application	receipt of application	The RvA assesses whether: - the application is complete (as specified in the RvA Application Tool); - the scope can be assessed by the RvA according to BR010 and/or European Regulation 765/2008. Additional documentation must be supplied within two months. Only
	Accept/reject application	Twenty working days after application complete	then can we process the application. The date of receipt of the complete documentation counts as the date of commencement for the accreditation process. A (positive or negative) accreditation decision has to be taken within si months after this date. If there are non-conformities, this period shall be extended by six months
	Assessment		

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