Special certification conditions for multisite processes according to ISO 9001 / ISO 14001 / BS OHSAS 18001 / ISO 45001
多场所认证特殊条款

Hangzhou DEKRA Certification Co., Ltd.
(Hereinafter referred to as "DEKRA Hangzhou ")

杭州德凯认证有限公司
（以下简称"杭州德凯"）

You wish to have your company certified as part of a multisite approach. This requires the fulfilment of specific accreditation-related requirements, which are reflected in the following information. Within the scope of the audit (on the basis of the remuneration calculation, a pro rata fee is payable), it will be checked whether the prerequisites for the application of a multisite procedure are applicable. If these requirements are not met, the sites/members concerned can only be audited and certified in individual audits.

如果贵公司希望成为多场所认证的一部分，这需要满足以下所述的特殊的认可要求。在审核范围之内需要根据计算结果按比例分摊认证费用，并将被查核贵公司是否适用于多场所认证程序申请的前提条件。 如果这些要求不能满足，相关的场所/成员只能独立获取认证。

1. Criteria for certification of organizations with multiple sites

The implementation of a multisite procedure is only permitted if the following criteria are met and can be guaranteed by a central function.

- The Organization must have a central office (Head Office) where certain activities are planned, controlled and managed. The Head Office must be part of the Organization and may not be assigned to an external organization/third party. The head office has the organizational and legally-recognized corporate authority to define, set-up and maintain the uniform Management System. The Head Office must be able to have direct access to the sites in order to enforce measures.
- The Organization must have a network of local offices or branches (Sites) in which these identical activities are carried out wholly or partially. The Sites must have executed a declaration legally binding themselves to comply with the central Management System, from which the authority to issue directives of the Central Management Officer also emanates.
- A legal relationship must subsist between the Head Office and the Sites. This is guaranteed if, in the case of a parent company and a separate legal entity, the parent company has the means to significantly influence and control business activity *(of the separate legal entity)*, and such influence and control are legally enforceable abroad and flawlessly function.

  Specifically, any of the following constellations must exist, (where the parent company):

  (1) Holds an interest in the company amounting to a majority of the voting rights(Article 261, item 2 in *Contract Law of People's Republic of China*, at least half of the voting rights) , **or**

  (2) Is a shareholder with any number of shares, and has the right to appoint or dismiss the executive bodies of the company (Article 261, item 2 in *Contract Law of People's Republic of China*, can determine the majority of the management bodies), **or**

  (3) Is, due to a domination agreement, profit-and-loss transfer agreement, **or**

  (4) On the basis of the by-laws, able to exercise controlling influence over the company (Article 261, item 3 *in Contract Law of People's Republic of China*, can determine the financial and business policy), **or**

  (5) Has an interest and a uniform management, **or**

  (6) Has a participation and, from an economic perspective, the parent company bears the majority of the risks and opportunities of the local subsidiary, which serves to achieve a narrowly limited and precisely defined objective of the parent company (contract-related special purpose entity/bidder consortia, etc.).

  (7) The "sister company" in the same Group does not in itself fulfill any of the conditions above-mentioned in 1 to 6 in relation to other sister companies.

- The entire Organization must employ a single Management System. This must be managed under a centrally controlled plan and subject to central management review.
- All relevant sites (including the Head Office) must be subject to an internal audit plan of the Organization and should have been audited in conformity with this plan prior to the audit by DEKRA Hangzhou.

1. 多场所组织 认证准则

只有满足下述准则的要求并且中央职能得到保证才被允许实施多场所认证程序。

- 组织必须有一个中央办公室（总部），由其策划、控制及管理特定的活动。中央办公室必须是组织的一部分并且不应被分包给外部的组织。 中央办公室应获得组织的、法律承认的授权以规定、建立并保持统一的管理体系。中央办公室必须能够进入各场所以采取措施。
- 组织必须有一个分场所网络，各场所可以全部或者部分地实施这些相同的活动。各场所必须声明从法律上约束自己遵守中央管理体系的要求，从而彰显中央办公室发布指令的权威。
- 总部和各场所之间必须存在法律关系，这保证了，在一个母公司和一个独立法律实体的情况下，母公司有对独立法律实体的业务活动施加重要影响和控制的手段，这一影响和控制在外部从法律上是可执行的，而且能完美地发挥作用。

  尤其是，母公司必须具有下述一系列条件之一:

  (1) 拥有公司相当于多数投票权的权益 （参见《中华人民共和国公司法》第二百一十六条第二项拥有至少一半的投票权）， 或者

  (2) 拥有公司任意数量的股份，并且有权任命或者开除公司行政机构（参见《中华人民共和国公司法》第二百一十六条第二项能够确定管理层的大多数），或者

  (3) 依据控制协议，赢利与亏损转移协议， 或者

  (4) 基于法律，能够对公司施加控制性的影响（参见《中华人民共和国公司法》第二百一十六条第三项能够制订财务和业务方针），或者

  (5) 拥有权益并且统一的管理，或者

  (6) 参与公司活动并且从经济角度看母公司承担了子公司的大部分风险和机会，以达到有限的、精确规定的目标 （合同相关的特殊目的实体/投标联合体等等），或者

  (7) 同一集团内的一个姐妹公司与其它姐妹公司之间的关系不能满足上述1-6中任一条件。

- 整个组织必须实施单一的管理体系，而且必须在中央控制计划管理之下，服从于集中的管理评审。.
- 所有有关场所（包括总部）必须服从组织的内部审核计划，并在杭州德凯审核之前已经按照此内部审核计划实施了内部审核。

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• The Organization must establish that its Head Office has implemented a management system that is in accord with the standard, and that the entire Organization meets the requirements of the standard. This necessarily includes the incorporation of relevant laws and regulations. • The Organization must demonstrate its ability to collect and analyze data from all sites, including the central office (including, but not limited to, the items listed below), as well as show its authority and ability, when necessary, to initiate organizational changes: - System documentation and system changes; - Management review - Complaints - Evaluation of corrective actions - Internal audit planning and evaluation of the results; - Statutory and regulatory requirements pertaining to the applicable standard(s) - Determination of environmental aspects and associated impacts to ▪ the Environmental Management System (EMS) and ▪ the different legal requirements (applicable only to EMS). • The Head Office must have the right to introduce corrective actions whenever these are needed at any of the Sites. Where applicable, this should be stated in the contract between the Head Office and the Site. • A contractual relationship exists between the Head Office (as well as the Locations covered by the certification) and the certification company. • Audits at the central office must include checking the interfaces to the Sites and vice-versa. • All relevant processes shall be assessed at each Site. • The Head Office shall receive the audit reports from the certifier. It is also responsible to see to it that corrections are implemented at the sites. • The Head Office shall receive the certificate for the entire system. Sub-certificates to the main certificate must be recognizable as such and must not give the impression that an individual site/a legal personality at the site has been certified (the Organization of the client is the one certified.) The sites involved (in the certification process) are listed with complete addresses in an annex to the main certificate. • All Sites must meet the conditions for the maintenance of the certificate.	• 组织必须确保总部建立和实施了符合标准的管理体系，并且整个组织符合标准的要求，这同时必须包含相关法律法规的要求。 • 组织必须展示其有能力从各场所（包括总部）收集和分析数据（包括但不限于下面所列项目），并能够证明其权威和能力以便 在在需要时发起组织的变更: - 体系文件和体系变更; - 管理评审 - 投诉 - 纠正措施的评价 - 内部审核额策划和对结果的评价 - 与适用标准有关的法律法规要求 - 确定环境因素以及相关的影响 ▪ 对环境管理体系 ▪ 对不同法规要求 （仅适用于环境管理体系） - • 总部必须有权要求任何场所在必要时采取纠正措施。适用时，总部与各场所 的正式协议宜对此做出规定。 • 认证公司与总部（以及认证所覆盖的场所）之间必须建立合同关系。 • 在总部的审核必须查核与各场所的接口关系，反过来同样。 • 在每一场所必须审核所有相关的过程。 • 总部将从认证公司收到审核报告，并负责确保纠正在所有场所得到实施。 • 总部将收到整个体系的证书。主证书下的分证书必须可以能够识别，而且不能给人印象误认为该场所、该法律实体被认证（被认证的是客户组织）。涉及的场所将以主证书附件的形式列出并包含完整的地址。 • 所有场所必须满足保持证书的条件。
2. Additional Criteria for the Certification of Organizations in Random Sampling Process • The products or services provided by all Sites must essentially be of the same nature and must be produced and/or rendered in accordance with the same methods and procedures. • The scope of the random sampling from the individual sites shall be determined in accordance with the prevailing valid accreditation rules. • DEKRA Hangzhou shall determine the Sites to be assessed. Sites or company units at which most or critical processes are carried out must in any case be inspected before the certificate is issued. For Sites outside Germany, additional local requirements may have to be taken into account during the auditing process. • The Head Office is to be included in the annual monitoring. • The audit reports of the internal audits from the individual sites must be available for inspection at headquarters as part of the audit.	**2. 适用随机抽样过程的多场所组织附加准则** • 各场所提供的产品或服务必须本质上相同，并且以同样的方法或者程序生产或者提供 • 随机抽样的范围必须依据通用流行的、有效的认可准则从各场所中确定。. • 杭州德凯将确定接受审核的场所。有多数或者关键过程的场所/公司必须在发放证书之前被审核到。对在德国外的场所，审核过程中可能 需要考虑当地的附加要求。 • 每年监督审核必须覆盖总部。. • 作为审核的一部分，在总部必须能够得到各个 场所的内部审核报告。