# 变更单
# CHANGE APPLICATION

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|---|---|---|---|
| 客户名称 CLIENT NAME | | 合同编号 CONTRACT NO. | |
| 认证标准 STANDARDS | | 审核类型 AUDIT TYPE | |
| 组长 TEAM LEADER | | 审核日期 AUDIT DATE | |
| 变更项目 CHANGE ITEMS | ☐名称 NAME ☐地址 ADDRESS ☐范围 SCOPE | | |
| | ☐人数 NUMBER OF EMPLOYEES ☐其他 OTHER | | |
| 变更原因 REASON FOR CHANGE | ☐客户提供的信息与实际不符 INFORMATION BY CLIENT IS INCORRECT，理由 REASON： | | |
| | ☑客户要求 CLIENT REQUIREMENTS，理由 REASON： | | |
| | ☐其他 OTHER，理由 REASON： | | |
| 详细的变更信息 DETAILED CHANGE INFORMATION | 变更前 BEFORE CHANGE: | | |
| | 变更后 AFTER CHANGE: | | |
| 变更费用 CHANGE FEES | ☐每体系变更费 200 元 | 是否还涉及费用变更？☐否☐是，应签署补充协议 | |
| 客户签字 CLIENT SIGNATURE | | 日期 DATE | 盖章处 SEAL PLACE |

| **审核部批准意见 APPROVAL COMMENTS OF AUDIT MANAGER** | |
|---|---|
| ☐审核人日增加 AUDIT DAYS INCREASE | |
| ☐专业代码变更 EA CODE CHANGE | |
| ☐需要重新提交管理体系文件 NEED TO RESUBMIT MS DOCUMENTS | |
| ☐需要补充审核 NEED ADDITIONAL AUDIT | |
| ☐将本次审核作为一阶段现场 TAKE THIS AUDIT AS STAGE 1 | |
| ☐需要提交新的许可证明文件 NEED TO SUBMIT NEW LICENSE DOCUMENTS | |
| ☐对其它已发证书有关联性影响 IMPACT ON OTHER ISSUED CERTIFICATES | |
| ☐其它 OTHER | |

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|---|---|---|---|
| 批准人 APPROVED BY | | 日期 DATE | |