

**Workplace Assessment for Safety and Hygiene
(WASH)
A Scheme by Quality Council of India**

Form # A01 WORKPLACE ASSESSMENT APPLICATION FORM

Please send us the duly filled below confirmation form:

Applicant Contact Details

Name of the Organisation		
Owner's Details (anyone, if multiple owners)	Name	
	Gender (Male/Female/Other)	
	Social Category (General/OBC/SC/ST)	
	E-mail ID	
	Mobile No.	
	Landline No.	
	Website (URL)	
Single Point Contact Person	Name	
	Designation	
	E-mail ID	
	Mobile No.	
	Landline No.	
	Alternate Mobile No.	
	Alternate E-mail ID	
Unit address (that is to be assessed)	Address	Door No
		Street
	Landmark	
	City	
	State / Province	
Country		
Organization's Reopening Status		Restart Operational
Location zone		Green Orange Red Containment
Self-Assessment Completed		Yes No (If Yes, submit the checklist)
Major Activity (Manufacturing/Service/Other)		
Organisation Type (Micro/Small/Medium/Large)		
Industry Sector (In case of large) (For example: Automobile, Pharma, Textile, Tourism & Hospitality, etc.)		

NIC sector (2 digit) in case of MSMEs	
Supplier to Defence (Yes/No)	
No. of people employed	
No. of Shifts (1/2/3/General)	
No. of Employees in Shift 1	
No. of Employees in Shift 2	
No. of Employees in Shift 3	
No. of Employees in General Shift	
Manufacturing: Product(s) Manufactured	
Services: Types of services provided	
Other: (mention type of Activity)	
Critical Processes (In-house)	
Critical Processes (Outsourced)	
Has the Organisation undergone any other audit/certification (Yes/No)	
If yes, please indicate the type of audit/certification	
Assessment Date (Proposed by the Organisation)	
Type of Assessment Preferred (Proposed by Applicant) (Onsite / Offsite-Video)	
PAN Number	
GSTIN Number	
TDS Deductible? (Yes/No)	
TAN Number	

Disclaimer

This disclaimer governs the use of “WASH” Standard and Guidance Document, various documents, reports and any content therein. The following is accepted in full by the user/applicant:

- 1) The ‘Wash’ Standard has been developed and owned by Quality Council of India.
- 2) The report provided under WASH scheme shall pertain only to the systems and processes related to Hygiene & Safety as mentioned in the WASH Checklist.
- 3) The report shall be for the purpose of summarizing the outcomes of the site-assessment (or video assessment, as the case may be) as per the information provided by the applicant.
- 4) The assessment shall be conducted after the undertaking by the applicant that all legal, statutory and regulatory compliances related to COVID-19 are in order.
- 5) The report shall summarize the outcome of assessment as witnessed on the day of assessment. RSJ Inspection Service Ltd, shall not be held liable for any deviation that may arise later at the workplace that has been assessed.
- 6) The assessment report shall be made for the exclusive use and benefit of the applicant assessed RSJ Inspection Service Ltd shall not accept any liability that may arise if this report is used for any alternative purpose than the intended one nor to any third party in respect of this report.
- 7) The assessment report shall not be an alternative to any legal / financial / taxation / accountancy / other advice from an appropriately qualified professional.
- 8) RSJ Inspection Service Ltd does not represent, warrant, undertake or guarantee that the use of information or guidance (if any) in the report will lead to any particular outcome or result.

- 9) While every attempt shall be made to ensure the veracity of the report, RSJ Inspection Service Ltd will not be responsible for any errors or omissions, or for the results obtained from the use of the information contained herein. All information in the report shall be provided “as is”.
- 10) Information not disclosed by the applicant could alter the findings outlined in the assessment report. In such situations, RSJ Inspection Service Ltd reserve the right to withdraw or amend its findings and conclusions.
- 11) Areas that are under Quarantine or those workplaces that need an expert medical/related assessment/advise are not covered under the scope of this Standard.
- 12) This Standard does not include requirements specific to other subjects, such as those for quality, social responsibility, environmental, security or financial management.
- 13) In case, due to COVID 19 pandemic situation the assessor(s) is/are unable to access the site on the day of assessment based on risk assessment, the assessment may be conducted from a safe and remote location through a video mechanism. Organisation’s support on IT facility requirements or facility for live video streaming is must.
- 14) Confidentiality: RSJ shall always maintain confidentiality of all information gathered during assessment process and any related reports. Information will only be shared with pre-approved parties.
- 15) Man-day: 8 hours spent working / travelling with 1-hour break and compliance with local labor law. We normally charge 1 Man-day and not any partial man-day.
- 16) Witness: Trainee auditor, Audit manager, technical manager, external auditor of RSJ for onsite audit /surprise audit may come to your site. Their presence neither incurred any additional charges nor affects the results of audit.
- 17) Service condition: We at RSJ, believe in honesty, fair dealing, confidentiality, Integrity and consider that gift and hospitality are not necessary in business relationship. We do not allow our staff to ask or accept any benefits offered by the customer like money, gifts, favor, entertainment, merchandise, tickets, accommodation, free meals, free transportation, gift vouchers or reimbursement of any part.
- 18) Timeline: RSJ shall respond to all enquiries received from prospective applicant organizations for assessment with complete information within 1 working day from receipt of the enquire. Onsite/ Video assessment shall be completed within 7 days from the completion of contractual formalities. Assessment report shall be shared within 3 days from the date of completion of Video/Onsite Assessment.

Acknowledgement	
I hereby declare that information given above is true to the best of my knowledge. Any information, that may be required to be verified, shall be provided immediately before the concerned authority.	
Date:	Signature:
Place:	Representative name:

Submit filled form on the mail Id’s sonalsaggi@rsjqa.com and wash@rsjqa.com