

ASTRALEUS SERVICES PRIVATE LIMITED



INSPECTION SERVICES CONTRACTUAL INSPECTION AGREEMENT

This Contractual Agreement is executed on this day of, at Indore, between:
Astraleus Services Pvt. Ltd., an Inspection Body, having its corporate office at office No. 404 and 405, 4th floor, Sky Privilon, Nipania, Indore MP, Indore-452010, Madhya Pradesh, hereinafter referred to as the "Inspection Body" or "ASPL",

And

Client Name:

Client Address:

Represented by

Hereinafter referred to as the "Auditee" or "Client".

1. Impartiality in operation

The client and ASPL-IS ensure transparency and impartiality in inspection activities. Inspection staff has to give impartiality undertaking to be impartial.

2. Confidentiality in operation

The ASPL-IS shall be responsible, through legally enforceable commitments, for the management of all information obtained or created during the performance of inspection activities. The ASPL-IS shall inform the client, in advance, of the information it intends to place in the public domain. Except for information that the client makes publicly available, or when agreed between the ASPL-IS and the client (e.g. for the purpose of responding to complaints), all other information is considered proprietary information and shall be regarded as confidential.

When the ASPL-IS is required by law or authorized by contractual commitments to release confidential information, the client or individual concerned shall, unless prohibited by law, be notified of the information provided.

Information about the client obtained from sources other than the client (e.g. complainant, regulators) shall be treated as confidential.

The ASPL-IS ensures that confidentiality is maintained by all personnel involved on its behalf concerning all confidential information with which they become acquainted as a result of their contacts with the licensee. Inspection staff has to give confidentiality undertaking to keep information coming before him during inspection. ASPL-IS and Its Inspector are bound for confidentiality of all information and data received by Inspector during Inspection, except demanding by any regulatory body, in these condition ASPL-IS inform to Clients.

3. Rights and obligations of client

3.1 The client makes all necessary arrangements for the conduct of the inspection including provision for examining documentation and records.

3.2 The client agrees that the persons representing ASPL-IS & accreditation body (like QCI, NABCB, FSSAI) will have unobstructed access without prior notification to the premises for inspection.

3.3 The client when provides copies of the documents to others, the documents shall be reproduced in their entirety and not partially which may lead to confusion or misunderstanding.

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3.4 The client when making reference to its inspection in communication media such as documents, brochures or advertising, it should be in line with the requirements of the inspection scheme;

4- Changes in the organization

The client undertakes to inform ASPL-IS without delay, the changes relating to legal, commercial, organizational status such as key managerial, decision-making or technical staff or ownership, contact address and agrees for any verification by ASPL-IS when necessary.

5- Safety

Clients will be responsible for safety related all issue inside the premises of clients, clients will inform to Inspector regarding all safety points and clients is agreed to provide all the Safety Equipment to Inspector During Inspection.

6. Complaints

The client agrees to keep a record of complaints and action taken of any complaints regarding those aspects of the inspection covered in the scope and to report to ASPLIS upon request for verification, ASPL-IS have a procedure for handling Complaint ASPL-IS-7.5-01, and for handling appeal ASPL-IS-7.5-02, Client and give their Complaint and appeal to direct director Contact No. 9303854400 or email info@asplcert.com . All complaint and appeal will be process as per standard procedure of ASPL-IS

7. Payment

The client agrees to pay to ASPL-IS for all expenses including sampling, test, assessment and administration costs. Payment becomes due within 30 days from the date of invoices.

8. Liability

All parties shall be bound by the **applicable legal liability requirements in India**. In the event of any damage to the client's product or other resources caused by the inspector during the inspection, **ASPL-IS shall be liable to compensate the client**. However, the **maximum payable amount** shall be limited to the **total fees paid by the client to ASPL-IS** for that particular inspection.

9. Inspection scope will be

10. Criteria of Audit will be

Signature
(ASPL)

Signature
(Client Name)