Process flow for Vriksh Certification of Associates

Fill and Send the application form to GICIA India Pvt. Ltd. alongwith the payment details

GICIA India Pvt. Ltd. sends the standard and guidence documentats alongwith the service and license agreement to the organization/ Client.

After receiving the written procedures (Vriksh Manual) from the client, onsite audit of the company is scheduled.

An onsite audit is conducted on the due date and the report is submitted by the auditor to GICIA India Pvt. Ltd.

The audit report of the client is finalized and a draft certificate is processed (Subject to finalization of Major Nonconformities) and sent to the client.

After the approval of the client on Draft Certificate, the final certificate is awarded to the company for a period of 5 years. The validity of the certificate is subject to the timely and successful completion of 1 surveillance audit and 3 quarterly audits each

- * The associates would be required to submit the copies of their stock records monthly, besides this, in addition to the annual surveillance audit, one onsite inspection of the client's facility would be conducted every quarter in which all the stock records, sales and purchase records and the batch accounting as maintained by the company for the previous quarter would be checked and verified.
- *The application form and the applicable fees for associates must be directly submitted to GICIA India Pvt Ltd. The payment can be made via cheque, DD or RTGS .

The account details of GICIA India Pvt. Ltd. are as follows:-

Company Name- GICIA India Pvt. Ltd. Bank Name – Andra Bank Account No. – 110611100005792 IFSC Code – ANDB0001106 Branch – Noida Sector 18