Fostering Smart Governance in Sustainable Cities and Communities assisted by digital technologies & IoT

**APPLICATION FOR TRAINING & CERTIFICATION OFFER**

We appreciate your interest in the training and certification for implementation of continuous auditing compliance with the major international standards for Sustainable Cities and Communities ISO 37120, ISO 37121, ISO 37122 applying Smart City Monitor digital technology platform. As the training process requires both the knowledge of Quality Management Systems and learning and exercising of the supporting technology tools we ask you to inform us about your organisation and persons who are planned to undertake training and certification as consultants and auditors capable to assist municipalities in compliance with these standards. We need this information to prepare the focused offer for our services taking into consideration the actual status of the trainees and their readiness to undertake all stages of the capacity building program that it includes learning and usage not only ISO 37120 requirements but its implementation in Smart City Monitor platform.

Completing the Application form does not mean your obligation to use ASIDEES certification services and it does not bring in any associated charges. All information included in application form is treated as confidential.

Please send this Application to our email: [info@asidees.org](mailto:info@asidees.org) .

**General certification requirements and process and results** are described on webpage [ISO 37120 certification](https://asidees.org/index.php?id=iso37120_certification) at [www.asidees.org](http://www.asidees.org) and the Applicant obliged to read and familiarize the person, who is authorized for this contact, with the relevant content provided at [www.asidees.org](http://www.asidees.org), in sections “ISO 37120 certification” and “FAQ about ISO 37120 certification”.

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| 1. APPLICANT ORGANIZATION | | | | | | | | | | | | | | | | |
| Name (in accordance with court register submission): | | | | | | | | | | | | | | | | |
| Addresses: | | | | | Postal code City | | | | | | | | | Street, No. | | |
| Legal (for invoicing): | | | | |  | | | | | | | | |  | | |
| Head Office | | | | |  | | | | | | | | |  | | |
| VAT:       Company Tax ID: | | | | | | | | | | | | | | | | |
| tel.:       e-mail:       web: http://www. | | | | | | | | | | | | | | | | |
| Management representative or person(s) responsible for coordination of the training  *The Applicant representatives are obliged to familiarize themselves with the content provided at* [*www.asidees.org*](http://www.asidees.org)*, in sections “ISO 37120 certification” and FAQ about ISO 37120 certification.*  Name, surname:       position:       phone:       e-mail: | | | | | | | | | | | | | | | | |
| 1. CERTIFICATION BASIS: | | | | | | | | | | | | | | | | |
| ISO 37120:2018 | | | | | | | | | |  | | | | | | |
| Implementation of integrated management, monitoring and continuous auditing system on Smart City Monitor platform | | | | | | | | | | | | | | | | |
| 3. EMPLOYMENT DATA: | | | | | | | | | | | | | | | | | |
| A. Total number of full-time employees in the area covered by the system (full-time employments on a yearly average): | | | |  | | B. Number of employees: contracts, mandate contracts, specific work contracts, temporary contracts (counted as full-time employments on a yearly average): | | | | |  | | C. Number of employees of subcontractors executing essential processes in the Organization’s premises (counted as full-time employments on a yearly average): | |  | | |
| Total number of employees A+B+C: | | | | | | | | | | | | | | | | | |
| Number of employees taking part in the training and certification program: | | | | | | | | | | | | | | | | | |
| 4. PLEASE TICK THE BOX FOR CHARACTERISTIC ELEMENTS OF THE ORGANIZATION ACTIVITY AND MANAGEMENT SYSTEM: | | | | | | | | | | | | | | | | | |
|  | Our organisation has the prior knowledge of the Organization management system and staff certified by another relevant QMS standard by certification body (e.g. ISO 9001, ISO 18091, ISO 19011, ISO 50001, ISO 55000/55001, ISO 14000, etc) | | | | | | | | | | | | | | | | |
|  | Our organisation has the basic knowledge of ISO 37120 | | | | | | | | | | | | | | | | |
|  | Our organisation has the QMS relevant experience of certification of municipalities (at least one reference case study) | | | | | | | | | | | | | | | | |
|  | Our organisation has technical staff and knowledge required for the use of online web applications and ready to work with Smart City Monitor engine provided for learning and training | | | | | | | | | | | | | | | | |
|  | Our organisation has sufficient staff and business interests and capacity to consult municipalities regarding setting up the continuous monitoring and auditing and certification in compliance with ISO 37120 based on Smart City Monitor platform | | | | | | | | | | | | | | | | |
|  | Our organisation is ready to support municipalities in preparation of data sets required by ISO 37120 and visiting city sites for the verification activities performed in municipalities whose management system is certified | | | | | | | | | | | | | | | | |
|  | We learned and agree with the ASIDEES approach to city certification in compliance with ISO 37120 focused on the practical implementation of the standard recommendations applying Smart City Monitor technology enabling transparency of city performance results in real time and the relevant training program content | | | | | | | | | | | | | | | | |
|  | Our staff speaks and communicates in English | | | | | | | | | | | | | | | | |
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| 5. PREPAREDNESS FOR CERTIFICATION: Please indicate the date of desirable training program start: | | | | | | | | | | | | | | | | | |
| 6. MANAGEMENT SYSTEM CERTIFICATES HELD BY THE ORGANIZATION: | | | | | | | | | | | | | | | | | |
| Item | | Name of issuing organization | | | | | | Name and No. of the document (Standard) | | | | | | Validity date | | | |
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| 7. BUSINESS PERSPECTIVES: | | | | | | | | | | | | | | | | | |
| We plan to serve our customer municipalities independently  We are interested to serve our customer municipalities in collaboration with ASIDEES | | | | | | | | | | | | | | | | | |
| 8. TRAINING PROGRAM AND CERTIFICATE STATUS: | | | | | | | | | | | | | | | | | |
| We read and understand the ASIDEES Training Program content for ISO 37120 implementation consultants and auditors and the status of ASIDEES Certificate provided to the Trainees after the successful training and certification | | | | | | | | | | | | | | | | | |
| 9. HOW YOU LEARNED ABOUT US: | | | | | | | | | | | | | | | | | |
| training  Internet | | | personal contacts  conferences, fairs | | | | press advertisement  consulting firm | | | | | advertising materials  others | | | | | |
| 10. PERSON AUTHORIZED TO SUBMIT THE APPLICATION | | | | | | | | | | | | | | | | | |
| *The Applicant representatives are obliged to familiarize themselves with the information content provided at* [*www.asidees.org*](http://www.asidees.org)*, in sections “ISO 37120 certification” and FAQ about ISO 37120 certification.* | | | | | | | | | | | | | | | | | |
| *Name, surname* | | | | | | | | | *Position* | | | | | *e-mail* | | *Date* | |

\****Note1:*** *We reserve the right to request from you further details if the information contained in this Application is not sufficient for the offer preparation.*

***Note2:*** *The Application shall be completed and submitted electronically as .pdf document.*

**Part for natural persons and sole traders: *Information on the right to withdraw the approval***

*You have the right to withdraw any time the below issued approval for processing of your personal data. The withdrawal will not have effect on compliance with right for processing executed on the basis of your approval before it has been withdrawn.*

***Approval 1:*** *I agree to processing my personal data placed in this form by ASIDEES, Vienna, Austria, for marketing purposes and news updates.*

***Approval 2:*** *I agree to exchange the commercial information with ASIDEES, Vienna, Austria by electronic means.*