

# BRCGS Agents & Brokers Application form

**Select audit type:** Choose an item.  
**Select audit programme:** Choose an item.

## Site Details

### Address information (certificate holder/primary site)

Company name	Click or tap here to enter text.
Address	Click or tap here to enter text.
Post/Zip code	Click or tap here to enter text.
City	Click or tap here to enter text.
County / State / Province	Click or tap here to enter text.
Country	Click or tap here to enter text.

### Additional Office Locations

Additional site 1	Click or tap here to enter text.
Additional site 2	Click or tap here to enter text.

### Contact Information

Name	Click or tap here to enter text.
Position in Company	Click or tap here to enter text.
Telephone Number	Click or tap here to enter text.
Mobile Number	Click or tap here to enter text.
E-mail	Click or tap here to enter text.

### If consultant used for BRCGS certification:

Consultancy company:	Click or tap here to enter text.
Consultant name:	Click or tap here to enter text.
I hereby given permission for Consultant to be copied on all correspondence relating to certification process.	Choose an item.

### Site Details

Agent:	Choose an item.	Companies that trade between a manufacturer or broker and their customers but do not at any point own or take title to the goods. Such companies provide a range of services to facilitate the safe and legal trade of products.
Broker:	Choose an item.	Companies that purchase or 'take title to' products for resale to manufacturers, other brokers, retailers or food service companies but not directly to the consumer
No. of supplying sites:	Click or tap here to enter text.	Counted as the number of individual sites supplying product, irrespective of whether they belong to the same group.
Number of Employees:	Click or tap here	At main office location

	to enter text.	
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## Audit Scope

Scope of Audit:	Click or tap here to enter text.
Exclusions from Scope:	Click or tap here to enter text.
Justification for exclusions:	Click or tap here to enter text.
<b>Product Categories (traded in last 12 months)</b>	
Frozen Food:	Choose an item.
Chilled Food:	Choose an item.
Ambient Food:	Choose an item.
Packaging Materials:	Choose an item.
Consumer Products:	Choose an item.
<b>Number of Product types traded:</b>	
Food Product Types:	Choose an item.
Packaging Product Types:	Choose an item.
Consumer Product Types:	Choose an item.
<b>Additional services arranged/Sub Contracted:</b> (select "yes" to all that apply, for all/any office locations)	
Storage	Choose an item.
Distribution	Choose an item.
Importation	Choose an item.
Export	Choose an item.
Product Development	Choose an item.
Product Testing	Choose an item.
Repacking	Choose an item.
Further Processing	Choose an item.
Other	Choose an item.
Provide details of other services:	Click or tap here to enter text.
<b>Additional Voluntary Modules and Add on Standards</b>	
If you export into USA, do you require the FSMA module?	Choose an item.

## History of certification (if applicable)

BRCGS site code:	Click or tap here to enter text.
Other GFSI standards site identifiers (e.g. FSSC COID, IFS):	Click or tap here to enter text.
Indicate the last unannounced audit date	Click or tap here to enter text.
If switching Certification bodies, who is the current Certification body?	Click or tap here to enter text.

## Please answer the following questions:

Does your organisation have a Modern Slavery Policy in place?	Choose an item.
Does your organisation have a Anti Bribery Policy in place?	Choose an item.

## Form Completed by:

Name:	Click or tap here to enter text.
Position in Company:	Click or tap here to enter text.
Date:	Click or tap here to enter text.

Please complete and return to [uk.food@kiwa.com](mailto:uk.food@kiwa.com) so a quote can be prepared. The BRCGS Scheme requires an annual BRCGS Service Package fee which will be advised on quotation. BRCGS audit reports and subsequent certification decisions are reported to the BRCGS and UKAS. BRCGS may contact clients direct for feedback on Certification Body performance or investigation into reported issues. It is a requirement that any legal proceedings, product recall, damage to site that affects production or change of ownership are notified to us within 3 working days.

**For your information, Kiwa Agri Food Auditors work to a Code of Conduct. Please contact Kiwa Agri Food office should you wish to obtain a copy of this.**

## Kiwa Agri Food Office Use Only:

Duration of main BRCGS audit (hours) according to BRCGS calculator:	Click or tap here to enter text.
Duration of AVM/any additional audit (hours):	Click or tap here to enter text.
Total of above:	Click or tap here to enter text.
<b>Duration allocated (hours):</b>	Click or tap here to enter text.
Justification for any difference from audit duration calculator:	Click or tap here to enter text.
<b>Audit Categories:</b>	Click or tap here to enter text.
Database updated with correct audit duration and auditor advised:	Click or tap here to enter text.

<b>Completed by:</b>	Click or tap here to enter text.
<b>Date:</b>	Click or tap here to enter text.