INFORMATION AND CONTRACTUAL CLAUSES SPECIFIC TO AGRICULTURAL PRODUCTION STANDARDS

The following document details the specific clauses dictated by the owners of the certification protocols that cover these scopes.

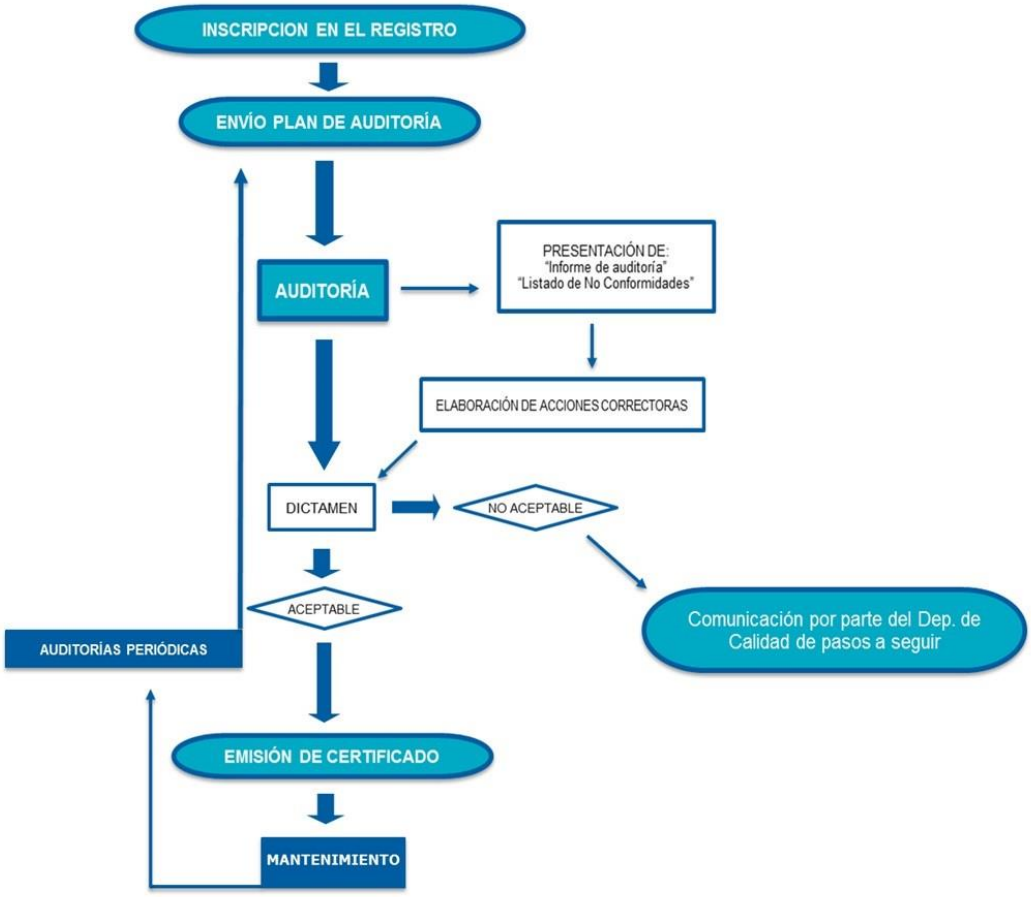
Likewise, this document, together with the contract, the request for information and the sub-licence agreement (version 6), make up the certification agreement with KIWA, between the operator and Kiwa España S.L.U., with CIF B82944547, and fiscal address at C/ Serpis, 66, 46022 in Valencia, hereinafter Kiwa España, constituting a single document for contractual purposes.

Next, we detail the general operation in the certification processes of the field protocols, then going on to detail each of the protocols and their specifications.

GENERAL CERTIFICATION PROCESS AGRICULTURAL PRODUCTION PROTOCOLS

To consult accredited activities, visit the website www.enac.es

Flowchart of the certification process for Field protocols



1. CERTIFICATION PROCESS

Registration of the producer.

After signing the contract, Kiwa Spain will proceed to register the producer and its products in the GLOBALG.A.P. registry and it will be confirmed within twenty-eight calendar days. Likewise, the sub-license and certification contract (in its current version) is considered signed as it is included in the producer's contract with kiwa. It is the customer's responsibility to ensure that the producer(s) do not have a previously issued GLOBALG.A.P. (GGN) number, in which case they must provide Kiwa Spain with the correct GGN. If this information is not properly provided, any possible sanction by the secretariat for duplication of registration will be passed on to the client. The applicant can consult the rights of access to their data by downloading from the GLOBALG.A.P. website. https://www.globalgap.org/es/documents/ the "Data Access Rules" document in its current version.
It is the customer's responsibility to ensure that the producer(s) do not have a previously issued GGN, in which case they must indicate to Kiwa Spain the correct GGN. If this information is not properly provided, any possible sanction by the Secretariat for duplication of registration will be passed on to the client.

If an organization needs an identification number for other contexts or for additional applications, that organization must apply for its own GLN and communicate this number to GLOBALG.A.P., who in turn must register the organization under his own number and replace in the GLOBALG.A.P. IT systems the GLOBALG.A.P. identification number that the company had previously assigned

Audit planning

Kiwa Spain or through its local office will appoint the auditor that best suits the characteristics of your company. Communication will be carried out with the company to set an audit date. Likewise, the company will be required to provide the necessary information for its proper preparation, the audit and auditor will be confirmed by sending an audit communication by Kiwa Spain and finally the auditor will proceed to send the audit plan.

The duration of the certification audit will depend on the scope of the audit and will be estimated through the indications on time calculations provided by the different protocols. In addition, additional time will be required for audit preparation and for the drafting of the final audit report.

Audits

The on-site audit consists of the following stages: initial or opening meeting, document review, traceability test, inspection of production facilities, review of inspections of production facilities, final review of findings found by the auditor, and closing meeting. The audit will begin with an initial meeting of the audit team and company representatives and will end with the final meeting.

At the initial meeting, presentations will be made by the audit team and the company's representatives and the methodology to be followed during the audit will be presented. The company's management, or in its absence the person designated as its representative, will be available during the audit and will attend the initial and final meeting.

During the course of the audit, the documentation (existing records), the facilities, the production process, the raw materials and the final products will be inspected. A traceability test will be carried out, including a vertical audit of the associated production records. Typically, 50% of the audit will be spent auditing production and site facilities, interviewing personnel, observing processes, and reviewing documentation in production areas with relevant personnel.

At the final meeting, the audit team will present the findings of the audit and its outcome to the applicant's representatives. It will provide information on the deadlines stipulated for the closure of non-conformities and/or deviations and on the certification process based on the certified scheme.

Presentation of the "audit report" and "list of non-conformities" After the audit, a final meeting is held in which the conclusions of the audit are discussed, and which are the non-conformities/deviations that must be corrected (if any). Depending on the number of non-conformities detected, the operator will achieve a level of certification described in each protocol.

In the event that the applicant does not agree with the auditor's opinion or with any specific non-conformity/deviation, the applicant has the power to appeal the result of the audit, arguing the reasons why he or she disagrees. The appeal must be submitted in writing to Kiwa Spain. An independent study of the claim will be carried out by technical staff of Kiwa Spain and the conclusion will be communicated to the applicant. The complaints process is described in detail in the PC-05 internal procedure, which you can request from our Quality Department.

Preparation of corrective actions and verification

After the submission of the non-conformities/deviations detected, the applicant must prepare and submit the corrective actions following the provisions of each protocol. Corrective actions will be sent to Kiwa Spain in Spanish or French or Portuguese or English, as established by the certification protocols. The entity will verify the implementation of corrective actions based on objective evidence. If after the established period it has not received a response from the applicant in relation to all the non-conformities detected, it will inform the applicant in writing on how, if applicable, the certification process will continue.

Decision

The files finalized by the auditors will be evaluated by the internal certification committee, and their decision will be made after a thorough study of the audit process for each file. If the evaluation is satisfactory, the certificate will be issued. In the event that the evaluation shows any deficiency, Kiwa Spain will communicate with the head of the audited company the cause of the evaluation in order to restart the certification process and, if necessary, schedule a new certification audit. The level will be related to the number and type of non-conformities that arose during the evaluation.

In the event that the resolution by the internal certification committee is negative and the applicant does not agree with the opinion, he or she may communicate his or her disagreement to the entity. Kiwa Spain will facilitate the registration of the appeal to the interested party so that the process can begin. The appeals process is described in detail in internal procedure PC-05, which you may request from our Quality Department.

Certificate

The certificate will be granted according to the requirements of each standard.

2. MAINTENANCE

The frequency of evaluation will be determined by each standard, as indicated below in the specific requirements section. It is the responsibility of the certified company to maintain its certification. The date of subsequent evaluations will be set with respect to the expiry date of the certificate.

3. COMMUNICATIONS WITH THE CERTIFICATION BODY (KIWA SPAIN)

In the event of any change in the company's circumstances that may affect the validity of the certification, the certification body must immediately notify the certification body. These circumstances may include:

- legal actions regarding the safety or legality of the product, or that significantly affect the operation of the establishment.
- an enforcement action by the authorities regarding the safety or legality of the product (e.g. a penalty notice),

- a product recall since the last audit, any significant incident to public food safety, or any significant non-conformity with respect to food safety regulations.
- significant damage to the establishment (e.g. natural disasters such as floods or fires)
- change of ownership,
- any significant changes in operations or scope.

Kiwa Spain will in turn take the appropriate steps to assess the situation and any consequences for the certification and will adopt the appropriate measures. The company must provide Kiwa Spain or the local office with the information it requests in order to assess the effects on the validity of the current certificate.

For communications regarding these situations please contact your local office.

4. EXTRAORDINARY AUDITS

In the event that the audit is not passed, a new complete audit must be carried out with the same estimated days and will be invoiced at the same rate indicated

5. EXTENSION OF THE VALIDITY OF THE CERTIFICATE

The validity of a certificate can be extended beyond the usual 12 months for a maximum period of 4 months, but only if there is a valid reason, which must also be recorded. Only the following reasons will be considered valid for GFS schemes:

- KIWA wishes to schedule the on-site audit after the certificate has expired to observe a certain part of the production process, because it has not seen that part in the previous audit conducted by KIWA, because it is considered a high-risk process in terms of product safety, or because it contains a new product or process added.
- KIWA needs to extend some certificates because there are resource constraints.
- KIWA was unable to perform the audit on site or the producer was unable to receive the audit from KIWA due to circumstances beyond its control (force majeure) (e.g. natural disaster, political instability in the region, epidemic, unavailability of the producer due to medical reasons).

To do this, KIWA must have a registration signed by the operator as well as a signed certification agreement for the next certification before an extension is granted.

Note: If KIWA or the producer wants to extend the validity of a certificate, KIWA must have written confirmation from the producer for the extension and clearly communicate that this action means that the PO cannot be changed for the next certificate.

Once the extension has started, the producer must pay the full GLOBALG.A.P. system participation fee of the next certificate, to KIWA, which issued the currently valid certificate.

The producer must be re-audited during the extension period.

The producer cannot change POs for the certificate after the extension was granted.

a) If the audit conducted by the CB was carried out during the period of extension of the validity of the certificate (extension by the outgoing CB) and the accepting CB did not request termination by the outgoing CB prior to the audit conducted by the accepting CB, then the producer must not change CBs and must remain with the outgoing CB for the following 12 months after the validity date original of the certificate.

b) An exception to item (a) is only granted if the outgoing CB explicitly requests the termination of the extension and authorizes the GLOBALG.A.P. secretariat to transfer the unique GLOBALG.A.P. identification number to the accepting CB. The GLOBALG.A.P. Secretariat will only process transfer requests if they come from the outgoing CB that extended the validity of the certificate. The decision to release a customer under a valid agreement rests solely with the outgoing CB.

c) If the transfer is granted, the validity of the certificate issued by the accepting CB must be 12 months minus the extension period granted by the outgoing CB. The accepting CB must apply to the outgoing CB or producer for the previous certificate to know the original validity date.

If the certificate has expired more than 12 months ago, KIWA must apply the rules applicable to an initial audit.

If a certificate that has not been extended or re-accepted expires and the subsequent inspection (carried out by the same CB) is to be carried out within 12 months of the expiry date, a new certification cycle should be initiated. By setting the same "valid until" date, you can reset the previous cycle. The cycle remains the same if there was an extension of the certificate

If a suspension is applied to the certificate and the renewal audit is not performed within 12 months of the suspension being pronounced, the certificate will be cancelled. This means that the producer cannot be audited/certified for at least 12 months.

SPECIFIC CLAUSES OF THE GLOBALG.A.P. IFA CERTIFICATION PROCESS

In the event that the preconditions for the audit to be carried out are not met or that the Client wishes to cancel, postpone or reschedule the start or continuation of the provision of the Services or a part thereof, it must inform KIWA ESPAÑA or its local KIWA office in writing with a minimum period of thirty (30) days in the event of postponement or rescheduling and three (3) months in case of cancellation.

The cases provided for above will authorise KIWA ESPAÑA SL to claim full payment for the Services provided and for any costs incurred up to the date of cancellation, postponement or rescheduling by submitting an invoice for these concepts.

Audit report and presentation of corrective actions

The deadline for resolving the non-compliances detected is twenty-eight days in the case of renewal audits, and up to three months in the case of initial certification audits. If the corrective actions are not sent within the established period, the certification will be suspended for the period stipulated by the Kiwa Spain certification committee and, after this period, it will be cancelled in accordance with Kiwa Spain's procedures and the general regulations in their current version.

Opinion

The achievement of the certificate will depend on the result of the audit. Certification is achieved when the audit result is 100% of the major requirements and at least 95% of the minor requirements, regardless of the percentage of recommended points achieved. In the case of a group of producers, all audited producers must reach 100% and 95% compliance with major and minor requirements respectively, in addition to complying with all the requirements of the quality management system.

Maintenance

In version 6 Smart and GFS

In both QMS and farm audits, the content of the audit carried out by the CB must be organized including all the principles and criteria of the standard to be certified

In Annual Producer Group Certification/Recertification Audits/Multi-Site Option 1 with QMS, the minimum sample size is the square root of the number of registered producers per scope and type of production (For plants: covered crop, open field production, or perennials), KIWA may, based on justified criteria, increase the total number of sampled registered members/sites

In v6 GFS, at least 25% of the square root sample of the actual number of members/sites must be randomly selected.

In general, the final selection and communication to the SGC of the members/sites to be audited should not exceed 48 hours (two working days) per member/site. However, for at least 20% of the members/sites to be audited, the final selection of which member/site will be audited should not be communicated to the QMS prior to the farm audits conducted by the CB. The selection should aim to cover all members/sites of the producer group/multi-site producer over a period of 10 years. In addition, selection must take into account risk factors, new producers, and random selection.

Unannounced audits

Unannounced audits will be carried out for option 1, and in the Quality Management System in option 1+QMS and option 2.

Unannounced audits are conducted differently depending on the version of the standard in which the producer is certified. A distinction is made between:

- **Certified in Smart and GFS version 6:**

During subsequent audits conducted by KIWA, a minimum of 10% of all KIWA ESPAÑA certificate holders must be audited in an unannounced manner. The calculation of 10% must be made for each area and for each standard covered by these general regulations (IFA v6 Smart standards, IFA v6 GFS).

The selection of 10% should take into account the total numbers and should also be based on the potential risk and factors such as geographical location, legislation, crop type, compliance history, etc. and should represent 10% of the certificates issued without QMS included and with QMS included respectively.

Notification of the unannounced audit by the CB should not exceed 48 hours (two working days). In the exceptional event that it is impossible for the certificate holder to accept the proposed date (for medical or other justifiable reasons), the certificate holder will have one more opportunity to be informed of an unannounced audit conducted by KIWA. There must be objective evidence of justification available (e.g., a medical document).

The producer will receive another 48-hour notification for a new unannounced audit conducted. If such an audit cannot be carried out, a suspension of all products (i.e. a suspension of the certificate) will be issued. The suspension will be lifted when the unannounced audit carried out by the CB has been carried out.

In the case of version 6 GFS, the procedure is the same, except for prior notification 48 hours in advance (two working days).

During registration, the certificate holder can indicate a maximum of 15 days in which they will not be available for an unannounced audit.

Surveillance audits

Surveillance audits are applicable in options 2 and options 1 multi-site with QMS. They consist of a second visit separated by at least thirty days, after the initial assessment (certification audit) and after the subsequent assessment (annual certification maintenance audit).

For producers who grow high-risk products, all producers must be audited throughout the certification cycle. In the event of a follow-up audit, the number of producers will be calculated based on the number audited in the certification audit. In the latter case, it will be taken into account that 20% of the producers will be audited without any prior communication.

In the case of certified producers **in version 6 Smart and GFS.** Follow-up audits conducted by KIWA must be conducted on a minimum of half the square root of the actual number of certified members/sites.

In all cases, the final selection and communication to the QMS of the members/sites to be audited should not normally exceed 48 hours (two working days) per member/site.

In the case of **GFS version 6 certified** producers, certification/recertification audits and farm follow-up audits conducted by KIWA must be carried out in two separate visits at least 30 days apart. If there is no sampling

(members/sites classified as high risk), KIWA may decide to conduct all farm audits in one or two visits. For multi-site producer/producer groups with members/sites classified as high-risk and others classified as non-high-risk, there is no need to conduct follow-up audit of the farm of the high-risk members/sites, as 100% of them must be audited during the certification/recertification audit. There should be follow-up audits of the farm conducted by the CB for members/sites not classified as high risk, as not all of them are audited during the annual certification/recertification audit. (Square root from producers not classified as high risk)

The final selection and communication to the SGC of the members/sites to be audited should not exceed 48 hours (two working days) per member/site. However, for at least 20% of the members/sites to be audited, the final selection of which members/sites will be audited should not be communicated to the QMS prior to the farm audits conducted by KIWA.

Module Off- on site the Production Site

Announced Option 1 inspections, as well as Announced Option 2 or Option 1 QMS audits with QMS, both initial and subsequent audits (for maintenance of certification), can be divided into two modules: an off-site module and a module at the production site. Kiwa Spain will be able to offer this type of evaluations divided into two modules to its customers, once the methodology applied has been validated. The producer, if he wants to take advantage of this type of module, must accept the conditions set by the general regulations.

GLOBALG.A.P. CHAIN OF CUSTODY CERTIFICATION PROCESS SPECIFIC CLAUSES

GLOBALG.A.P.'s Chain of Custody (CoC) enables supply chain stakeholders to demonstrate management systems that protect the segregation, identification, and traceability of products from GLOBALG.A.P. In this way, products produced in accordance with safe, socially and environmentally responsible agricultural practices can be connected with a GLOBALG.A.P. declaration at the end of the chain, reducing integrity risks, providing peace of mind to customers, and adding value to a brand in the marketplace. In the case of KIWA, it is applicable to products from production processes certified according to the Integrated Farm Assurance (IFA)

Chain of Custody Number

The Chain of Custody number (CoC Number) is a combination of the prefix "CoC" followed by a thirteen-digit number. The CoC number identifies the company registered or certified under the CoC standard that handles, processes, stores or markets the certified product in the post-exploitation stage.

Audit report and presentation of corrective actions

The deadline for resolving the non-compliances detected is twenty-eight days (period of the warning sanction), in the case of renewal audits, and up to three months in the case of initial certification audits. If the corrective actions are not sent within the established period, the certification will be suspended for the period stipulated by the Kiwa Spain Certification Committee and, after this period, it will be cancelled in accordance with Kiwa Spain's procedures and the general regulations in their current version.

Decision

In the case of Chain of Custody, the certificate will be achieved when 100% of the major requirements of mandatory compliance have been achieved.

Maintenance

Kiwa must perform at least one annual audit to verify that the checklist requirements are still met.

Unannounced audits

Kiwa Spain will carry out aditional unannounced audits annually on a minimum of 10% of all certified producers. Notice will be given at least forty-eight hours in advance and a modification will be accepted for justifiable reasons. In addition, a written warning will be issued. If the audit cannot be performed on the second attempt, a full hold will be applied.

CoC certification via BRCGS/IFS

In the case of BRCGS there is a single annual fee of one hundred and eighty euros (€180) plus the equivalent in euros of fifty pounds sterling according to the exchange rate of the day. For IFS there is a one-time annual fee of two hundred and fifty euros, €250 and €25 per certificate.

SPECIFIC CLAUSES OF THE GRASP CERTIFICATION PROCESS

Module GRASP in the GLOBALG.A.P. System

The GRASP Add-on, short for "GLOBALG.A.P. Risk Assessment on Social Practice" is a voluntary module that deals with social issues.

Only a producer who, in turn, has certification in the Integrated Farm Assurance (IFA) standard, may be certified in GRASP.

GRASP Checklist

The GRASP assessment is valid only when the completed GRASP checklist has been entered into the GLOBALG.A.P. IT Systems and the producer has a valid IFA certification. During the evaluation, the principles and criteria serve as guidelines. The assessment procedure follows the control P&Cs listed in the GRASP checklist as proposed means of assessment. Each P&C will be assessed as Yes/No/Not applicable and an overall compliance level will automatically be calculated by the official GRASP checklist.

Closure of non-compliances and GRASP letter of conformity

At the end of the assessment, applicants will be informed in writing and exhaustively about any breaches by checkpoint that they may have incurred. The producer will then have twenty-eight days (or less if agreed by the producer and Kiwa Spain) from the date of the assessment to rectify with corrective actions before the results of the final assessment are entered into the GLOBALG.A.P. database. The submission of corrective actions is mandatory for the producer, in order to obtain the compliance level requirements set by the add-on:

comply with 100% of the applicable major obligations.

In the initial evaluation, compliance with at least 70% of the minor obligations is required; 75% compliance for follow-up audits and renewals.

On family farms without workers: minor obligations may have non-conformities in the initial assessment; but in subsequent audits full compliance with the applicable minor obligations is required.

The letter of conformity is only issued if there is a valid GLOBALG.A.P. IFA (or equivalent) primary production certificate and evidence of full compliance with the worker welfare criteria.

If the required level is not reached or non-conformities are not corrected, sanctions may apply: suspension, cancellation of the use of the letter of conformity, etc.

In unannounced recertifications (where applicable), GRASP must be included.

Following the entry of the checklist into the GLOBALG.A.P. IT Systems, Kiwa Spain issues the GRASP letter of conformity to the producer. The GRASP Letter of Conformity can only be issued based on the information available at the time in the GLOBALG.A.P. database for that particular GGN. In the case of option 2, this letter of conformity shall also list all members of the producer group included in GRASP.

Particularities of the producer group in GRASP evaluations

All members of the producer group (as defined in the IFA GLOBALG.A.P. General Regulations) they must be included in the group's internal quality management system (QMS). In addition, 100% of producers included in GLOBALG.A.P. IFA must be certified within the GRASP module. The special features in the case of GRASP assessments are described in the GRASP General Regulation.

Product Handling

Where product handling is included in the scope of the IFA certificate, GRASP will also cover product handling centres.

SPECIFIC CLAUSES OF THE TESCO NURTURE CERTIFICATION PROCESS

The Tesco NURTURE standard is a requirement for growers supplying Tesco with fresh fruit and vegetables, which since January 2017 has been included as a GLOBALG.A.P. Add-on. For the purposes of planning, database management, audit report, deadlines for submission of corrective actions and certification deadlines, the criteria set out in the GLOBALG general regulations will be followed. A.P., in its latest current version.

The particularities to take into account of the Add-on are the following:

- A producer to become certified in Tesco Nurture, TN, will have to carry out the audit in conjunction with that of GLOBALG. A.P.
- A digital certificate will be issued to GLOBALG.A.P. and for Nurture the receipt of the IT Systems will be sent.
- In order for the TN inspection to be carried out, the primary supplier must send the "producer confirmation form" to the office before the inspection. Likewise, all the administrative checks that are established in the general NURTURE rules must be carried out.
- A checklist will be used, with additional checkpoints exclusive to customers who certify GLOBALG.A.P. along with the TN Add-on in combination. This checklist and the full GLOBALG.A.P. list will be accessible to primary suppliers on the GLOBALG.A.P. platform. Lists of plant protection products (PPPLs) will continue to be provided by primary suppliers.
- Registration will not be done through the primary supplier, it is done at the GLOBALG.A.P. IT Systems, so that the GGN will be used and not the TN registration number, and it is not necessary to fill in the "audit request" or wait for the "allocation" to arrive.
- There can no longer be individual TN producers that are part of a GLOBALG.A.P. producer group. A decision will have to be made that this producer has its own certificate for both scopes or that it is fully integrated into the group.
- If a GLOBALG.A.P. producer group has a Nurture subgroup, GLOBALG.A.P. sampling may be too conditioned by the need to visit producers in the Tesco subgroup. Therefore, on many occasions, the sample size to be visited will have to be increased .
- All producers of a GLOBALG.A.P. option 2 group may be included as TN suppliers if the group deems it appropriate, although the only extra requirement will be to comply with the list of authorized products and comply with the corresponding rates.

- There will be only three levels: gold, silver and pass, which will be based on GLOBALG.A.P. compliance at the time of the audit.

- In the event of detection of non-conformities and after their closure, the level will always be the one awarded at the time of the audit.

SPECIFIC CLAUSES OF THE GROW CERTIFICATION PROCESS

Introduction to the GROW Add-on

The scope of this Add-on applies to all producers who grow fruit and vegetables and these are sold directly or through their suppliers to Albert Heijn and Delhaize.

It should be noted that the add-on is divided into 5 modules:

- Module 1: Waste
- Module 2: General hygiene control
- Module 3: Product Hygiene
- Module 4: Hygiene in handling
- Module 5: Foreign Bodies

and risk assessments (documents FORM01, FORM05a and FORM5b).

In addition, it should be noted that it is mandatory to always carry out the GROW inspection in combination with an IFA inspection or audit.

Documents

The GROW Add-on for fresh produce is based on the following documents:

1. General rules
2. Inspection check list
3. Add-on module annexes
4. Forms:
    a. FORM 01: Risk Assessment for Residue Control
    b. FORM 05a: Risk Assessment of Foreign Bodies/Substances
    c. FORM 05b: Foreign Body/Substance Checklist

A producer can only register in the database if one of the following two possibilities is met:

- Possibility 1: The producer (or supplier) provides a documented copy of a current email where the service provider confirms the request to apply the modules of the AH-DLL GROW Add-on.
- Possibility 2: The service provider can send an email directly to the certification body (CB) to indicate that the AH-DLL GROW Add-on is requested for the grower.

Audit Process

The producer or supplier will be audited against the full IFA checklist. The GROW audit protocol for Option 2 is executed with the same frequency and structure as the GLOBALG.A.P. IFA Option 2 audit.

Certification Process

In the case of the GROW protocol, all the requirements are greater and 100% compliance is required in each of the modules to issue the certificate of conformity including all the modules.

Closing of non-conformities and certification decision

In GROW the level of compliance is calculated based on the percentages of compliance on the day of the inspection.

Twenty-eight days are available from the last day of the inspection to make a decision. Once the decision has been made, the audit report must be uploaded to the GLOBALG.A.P. database.

GROW RATES

OPTION 1	30 €
OPTION 2	€250 per group + €5 per group member

SPECIFIC CLAUSES OF THE R4T CERTIFICATION PROCESS

Introduction to the TR4 protocol

The objective of the Add-on is to carry out an evaluation of the state of the culture with respect to the pathogen "*Fusarium oxysporum* f. sp. *cubense* – tropical race 4 (TR4)" through the inspections of banana farms.

It should be noted that it is mandatory to carry out the TR4 inspection, always combined with an IFA inspection or audit.

Documents

The TR4 Add-on is based on the following documents:

1. Inspection check list

Audit Process

The producer or supplier will be audited against the completed checklist. The TR4 audit protocol for Option 2 is executed with the same frequency and structure as the GLOBALG.A.P. IFA Option 2 audit.

Certification Process

In the case of the TR4 protocol, the inspection report contains Major points and recommendations. For the granting of the letter of conformity, 100% of the deviations affecting the points denominated as major must have been resolved.

Closing of non-conformities and certification decision

The deadline for resolving the non-compliances detected is twenty-eight days in the case of renewal audits, and up to three months in the case of initial certification audits. If the corrective actions are not sent within the established period, the certification will be suspended for the period stipulated by the Kiwa Spain certification committee and, after this period, it will be cancelled in accordance with Kiwa Spain's procedures and the general regulations in their current version.

SPECIFIC CLAUSES OF THE SPRING CERTIFICATION PROCESS

Introduction to the SPRING Protocol

The SPRING Add-on is a voluntary module of the GLOBALG.A.P. standard for Integrated Farm Assurance (IFA).

Documents

The SPRING Add-on is based on the following documents:

1. Principles and Criteria
2. General rules

Producer Registration

The producer must provide the volume of water per hectare.

Audit Process

The producer will be audited with the IFA+SPRING audit report in force at the time of the inspection. The SPRING audit must be carried out in conjunction with IFA, when the product is in production or the products are in harvest. An exception is only allowed for initial inspections that the audit can be done separately or in conjunction with an NO or follow-up audit. In this case, the expiry date of the Spring Letter of Conformity to be issued will be the same as that of the IFA certificate.

The Option 2 audit protocol is executed with the same frequency and structure as the GLOBALG.A.P. IFA Option 2 audit.

Certification Process

The audit must cover all products and processes registered under the scope of certification.
Within twenty-eight days of the audit, submit a corrective action plan with clearly defined responsibilities and timelines. Corrective actions should be implemented prior to the follow-up audit.

Closing of non-conformities and certification decision

In any case, the guidelines indicated in the general rules in their current version must be followed, for the submission of corrective actions and/or action plan. Depending on the level reached, the corresponding status letter will be issued.

SPECIFIC CLAUSES OF THE PLUS CERTIFICATION PROCESS

Introduction to the PLUS protocol

This Add-on applies to those producers who are suppliers of McDonalds.

Documents

The Add-on PLUS is based on the following documents:

1. Check list
2. General rules

Producer Registration

The producer must provide Kiwa with the name and email of the Suplier.

Audit Process

The producer or supplier will be audited along with the completed IFA checklist. The PLUS audit protocol for Option 2 is executed with the same frequency and structure as the GLOBALG.A.P. IFA Option 2 audit.

Notification of non-conformities

When an NC in PLUS module and/or an NC is detected in the IFA checklist, the auditor will send the Sanction Form to the McDonald's supplier within a maximum of two days. In the event that NCs affect food safety, the Sanction Form will be sent on the day it has been detected.

Certification Process

The audit must cover all products and processes registered under the scope of certification. In the minutes all the points are major. If necessary, according to the result of the Add-on inspection, there must be an action plan agreed with the suppliers.

The result of the module does not affect the result of the IFA audit, although 100% of the points must be met to achieve the certification. Once the certification decision is positive, a letter of conformity is sent as evidence of certification.

PLUS RATES

OPTION 1	40 €
OPTION 2	€70 per group + €1 per group member

SPECIFIC CLAUSES OF THE FSA (FARM SUSTAINABILITY ASSESSMENT) CERTIFICATION PROCESS

Introduction to the Farm Sustainability Assessment protocol

The Agricultural Sustainability Assessment (FSA) has been developed by the Sustainable Agriculture Initiatives Platform (SAI Platform) to enable farms and companies to drive relevant and demonstrable continuous improvements in on-farm social, environmental and business performance through supply chain collaboration.

Documents

The FSA protocol is based on the following documents:

- FSA Implementation Framework
- FSA Self-Assessment Questionnaire
- FSA Requirements for FSA Verification Bodies and Auditors
- FSA Audit Guide for Stand-Alone Farms
- FSA Audit Guide for Farm Management Groups
- FSA Audit Control Points and Criteria

Audit Process

A) For the individual modality:

The Certification Body must carry out a risk assessment before each audit.

The purpose of the risk assessment is to support the auditor's decisions about the amount and type of evidence an exploit is required to provide during FSA Audits.

This risk assessment must cover all topics covered by the FSA. It should include the risks associated with the country/region of operation and the specific crops and farming methods in the scope.

The audit plan will then be drawn up and during the audit the FSA management system and the conformity of the producer's internal self-assessment will be checked.

B) For the grouping modality under a control system:

The Certification Body must carry out a pre-audit check to confirm that the Producer Group Management System complies with the basic FSA requirements before commencing the audit process. It should be a desk review based on the information contained in the Priority Screening Summary Report, to confirm that:- the FMG configuration meets the requirements set out in the FSA implementation framework - membership is appropriate for the performance level statement being requested (e.g., in multiple crop groups where different statements may be applied to one, some, or all crops and farms)

If the review is satisfactory, the Certification Body shall carry out a risk assessment prior to the audit.

The purpose of the risk assessment is to support the auditor's decisions about the amount and type of evidence an exploit is required to provide during FSA Audits. This risk assessment must cover all topics covered by the FSA.

The audit plan will then be drawn up and a sample of producers will be chosen whose internal self-assessment will be sent to the auditor and reviewed by the auditor. The sample size is defined in the regulations of the standard.

The on-site audit will be carried out within 3 months of sending the internal self-assessments and will consist of two parts (production site control and evaluation system).

Reporting deviations

Deviations will be presented and commented on during the on-site audit review meeting.

A deviation is any change in one's response in the Audit Self-Assessment that results from an FSA verification audit.

A downward deviation is a change in the answer from yes (or n/a) to no. An upward deviation is a change in the answer from no (or n/a) to yes.

At the audit review meeting, the auditor and the farmer should agree on what is to be done next.

- If no deviations are identified, the results and score of the internal self-assessment can be validated.

- If downward or upward deviations are identified, the farmer may choose to:

a. accept the score without further investigation.
b. investigate and provide additional evidence to show that the deviation did not occur. If multiple deviations have been found, the farmer can decide which deviations he chooses to investigate and which he chooses to accept.

Certification Process

If no additional evidence is to be provided and the producer accepts the deviations (if any), the auditor can close the verification process and continue with the confirmation of the performance level and the issuance of the letter of conformity. If any research is planned, the process is explained below.

Closing of non-conformities and certification decision

The purpose of this investigation should only be to present additional evidence (e.g., from a third-party provider). **Actions to correct deviations in the internal Self-Assessment are not allowed**. Farmers are strongly encouraged to carry out an internal FSA assessment and other verifications prior to the audit, to ensure that they meet the FSA target performance level.
If a farmer wants to take corrective actions to improve their outcome, they should request a new audit after making the changes, to get a new verified score and level of performance.

The auditor must determine whether the evidence provided is sufficient to support the case that a change in the level of performance is not required (or required, in the case of an upward deviation). Once this has been done, the auditor must check and confirm the new score and the Level of Performance obtained. It will be communicated to the producer during the audit closing meeting in person or online within a maximum of 6 weeks after the audit review meeting that is carried out on-site.

Within a maximum of 4 weeks after the closing meeting, the letter of conformity will be issued and will be valid for a maximum of 3 years.

There are 3 performance levels which are Bronze, Silver and Gold. Each producer will obtain the level specified in the internal self-assessment, if satisfactory. In the event of deviations between the internal self-assessment and the external audit, the level of performance of each producer may be modified to adapt to the results of the external audit.

The performance level obtained is listed in the letter of conformity and establishes the percentage of the volume produced by farms that can be declared at each FSA performance level during the validity period of the letter of conformity.

The percentage declared is calculated directly from the performance levels obtained by each farm in the internal self-assessment. Note that although it applies to the volumes produced, it is based on the number of farms in each tier, not the volume they represent.

SPECIFIC CLAUSES OF FSMA CERTIFICATION PROCESS

Introduction to the Food Safety Modernization Act (FMSA) protocol

The Food Safety Modernization Act (FMSA) Produce Safety Rule (PSR) is a voluntary add-on that can be used by any producer within the United States, or any producer who currently exports or has future plans to export to the United States with a GLOBALG.A.P. certification. Integrated Farm Assurance (IFA) or Produce Safety Assurance.

Audit Process

The producer will be audited with the IFA+FSMA audit report in force at the time of the inspection. The FSMA PSR assessment must be performed in combination with GLOBALG.A.P. IFA, when the product is in production or the products are in harvest. It is only allowed as an exception; the first FSMA PSR assessment can be performed mid-cycle of GLOBALG.A.P. as long as it is done in conjunction with the follow-up audit or Unannounced audit. And the cycle of the valid will be coupled to the one that corresponds to the API. All subsequent evaluations must be carried out simultaneously with the IFA inspection

GLOBALG.A.P. single/multisite option 1 producers, option 1 with QMS and option 2 producer groups can be certified for this module. No parallel production or parallel ownership is allowed. It is not mandatory to certify in the FSMA add-on all products that are included in the GLOBALG.A.P. IFA Plants protocol. However, all farms, and in the case of an option 2 all producers, that have and or grow the product subject to certification under FSMA must be included. That is, if a product is registered under the FSMA add-on, all production areas of all producers (option 2 members) must be audited and certified under this add-on.

The FSMA Add-on is based on the following documents:

1. FSMA PSR Principles and Criteria
2. General rules

The Option 2 audit protocol is executed with the same frequency and structure as the GLOBALG.A.P. IFA Option 2 audit.

Certification Process

The audit must cover all products and processes registered under the scope of certification.

100% of the major control points must be complied with in order to obtain the certificate of conformity. The result of the FSMA PSR audit will not affect the result of the GLOBALG.A.P. IFA audit.

Closing of non-conformities and certification decision

In any case, the guidelines indicated in the general rules in their current version must be followed for the submission of corrective actions.

If the producer complies with 100% of the major obligations, the corresponding certificate of conformity will be issued.

SPECIFIC CLAUSES OF BIODIVERSITY CERTIFICATION PROCESS

Introduction to the Biodiversity add-on

The Biodiversity Add-on is a voluntary module of the GLOBALG.A.P. standard for Integrated Farm Assurance (IFA).

GLOBALG.A.P. single/multisite option 1 producers, option 1 with QMS and option 2 producer groups can be certified for this module. All producers certified in IFA option 2 have to be included in this add-on. For options 1 all farms included in IFA must be certified in Biodiversity.

The Biodiversity Add-on is based on the following documents:

1. Principles and criteria
2. General rules

Audit Process

The producer will be audited with the IFA+Biodiversity audit report in force at the time of the inspection. The Biodiversity assessment should be carried out in conjunction with GLOBALG.A.P. IFA, when the product is in production or the products are in harvest. It is only allowed as an exception; the first Biodiversity assessment which may be carried out at a different time from the IFA inspection and the valid cycle will be coupled to the one that corresponds to the API. This initial assessment may be carried out separately or in conjunction with an NO or follow-up audit. However, all subsequent evaluations must be carried out simultaneously with the IFA inspection.

The Option 2 audit protocol is executed with the same frequency and structure as the GLOBALG.A.P. IFA Option 2 audit.

Certification Process

The audit must cover all products and processes registered under the scope of certification.

Within twenty-eight days after the audit, if 100% of the minor compliances are not met, the producer must submit a corrective action plan with clearly defined responsibilities and deadlines. Corrective actions should be implemented prior to the subsequent audit.

Closing of non-conformities and certification decision

In any case, the guidelines indicated in the general rules in their current version must be followed, for the submission of corrective actions and/or action plan.

Depending on the level reached, the corresponding status letter will be issued.

SPECIFIC CLAUSES OF CERTIFICATION PROCCES FOR Add-on IDA

Introdution to Impact-Driven Approach to Sustainability add-on for Plants v1.1

Connected to an established farm management software, the Impact-Driven Approach to Sustainability (IDA) add-on supports producers in collecting input consumption data and other farm metrics, and transforming the information into records that can track progress, guide optimization efforts, and demonstrate sustainability credentials.

Audit process

Producers must share data on all indicators for at least three months using approved farm management software. They can then be audited for the IDA supplement by KIWA approved by GLOBALG. A.P., which must be the same one that performs the IFA audit.

The first audit can be done separately, but subsequent audits must be carried out in conjunction with the annual audit of IFA (or an equivalent scheme).

If the audit is successful, the producer receives a letter of conformity valid for one year, which is maintained only if they continue to submit the data on a monthly basis. KIWA must upload the report and ensure the accuracy of the data on the GLOBALG.A.P.IT Systems

Producers will be audited annually as part of the renewal process. GLOBALG.A.P. single/multisite option 1 producers, option 1 with QMS and option 2 producer groups can be certified for this module. Parallel production or parallel ownership is allowed.

It is not mandatory to certify in the IDA add-on all products that are included in the GLOBALG.A.P. IFA Plants Standard. However, all farms, and in the case of an option 2 all producers, that have and or grow the product subject to certification under the IDA add-on must be included. That is, if a product is registered under the IDA add-on, all production areas of all producers (option 2 members) must be audited and certified under this add-on.

If a product is registered under the IDA add-on, all farms (and in option 2 all member producers) that produce that product must register and share the mandatory data for that product at all their production sites The IDA Add-on is based on the following documents: **IDA add-on Rules and regulations** V1.1. Rules and regulations define how a specific standard must be implemented – from the certification scope to the audit requirements for certification bodies.

- **IDA add-on Principles and criteria (P&Cs) V 1**. Principles and criteria are a complete list of the requirements for a given standard or add-on. The foundational requirements each detail an outcome that must be achieved, and the corresponding ways in which compliance can be demonstrated.

Version 1.1 for plants* was released on November 13, 2023 and is combined with IFA v6.

* Because the IDA plugin had already been previously released in its version 1 for flowers and ornamentals, the general regulations of IDA v1 are still applicable in version 1.1; however, the corresponding checklists are those of version 1

Certification process

P&Cs are graded in two levels: Major Must and Recommendation.

- To pass a CB audit, producers must comply with 100% of the Major Musts.
- Corrective actions must be proposed for all non-compliances and submitted to the CB within the specified period.
- Non-compliances must then be verified as corrected and compliant by the CB before a letter of conformance can be issued.
- In order to maintain a valid letter of conformance, the producer must continue sharing data for all relevant metrics on a monthly basis.
- If the data is not shared with GLOBALG.A.P. by the 25th of the following month, the producer receives a warning notification from their CB. After the third warning notification, the product is suspended until the gap in the data is closed.

Closing of non-conformities and certification decision

In any case, the guidelines indicated in the general rules in their current version must be followed for the submission of corrective actions.

If the producer complies with 100% of the major obligations, the corresponding letter of conformance will be issued