

Section 1 - Ownership, Development and Maintenance

Name of Certification Programme:

ASIAGAP 2.3

| GFSI Benchmarking Requirements version 2020.1 | | | CPO self assessment | | | Benchmark leader assessment | |
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| 1.1 | Ownership | The Certification Programme Owner shall be a legal entity, or a partnership of legal entities. | yes | Introduction/ GR5.2 | The introduction of General Regulations of ASIAGAP Ver.2.3 (herein after referred to as "GR") clarified that ASIAGAP has been developed and managed by a general incorporated foundation, the Japan GAP Foundation (hereinafter referred to as "the Foundation"). A general incorporated foundation is the term for the legal entity based on the Act on General Incorporated Associations and General Incorporated Foundations. Therefore, the Foundation is effective legal entity which is verified by the Japanese law. GR5.2 show how ASIAGAP is developed and managed by each function of the Foundation. | yes | |
| 1.2 | Ownership | The Certification Programme Owner shall have the authority to establish and amend the Certification Programme. | yes | Introduction | The introduction of GR states that ASIAGAP has been developed and managed by the Foundation. Meanwhile, the development includes the revision of the contents of ASIAGAP program. | yes | |
| 1.3 | Ownership | The Certification Programme Owner shall neither have conformity assessment nor certification activities for the Certification Programme. In particular, the Certification Programme shall not be developed, managed or owned by a Certification Body or group of Certification Bodies. | yes | Note1 of Introduction/GR4 | The introduction of GR stipulates that the Foundation shall not publish any certification for the conformity of ASIAGAP and conduct any certification activity. In the chapter 4 of GR, each division of functions between the Foundation and certification bodies is apparently stipulated. | yes | |
| 1.4 | Ownership | The Certification Programme Owner shall not provide any consultancy on their Certification Programme. | yes | Note 2 of Introduction | The introduction of GR stipulates to prohibit the Foundation from performing any consultancy services for ASIAGAP certification in Note 2. | yes | |
| 1.5 | Self-promotion | The certification process shall not be 'self-promoting' or 'self-expanding' by mandating that products or services from the certified organisation shall contain components which are certified under a Certification Programme owned by the Certification Programme Owner. | yes | Note 3 of Introduction | The introduction of GR stipulates in Note 3 that ASIAGAP certification program shall never require the obtaining of certification under other certification programs managed by the Foundation as a requirement for obtaining ASIAGAP certification. | yes | |
| 1.6 | Product Labelling | The Certification Programme Owner shall not allow products produced under the conforming Certification Programme to be labelled, marked or described in any manner which implies they meet specific food safety criteria. | yes | GR10 | GR 10 stipulates that the ASIAGAP certification program logo marks shall not be used as any label to imply that certified products meet any specific food safety criteria. GR10 also stipulates that the ASIAGAP certification program logo marks represents that a certified farm/group or ASIAGAP certified produce and that marks represent that that certified farm/group implemented GAP as a one part of farm management. This also means that G.A.P. is incorporated as one part of farm management. | yes | |
| 1.7 | Product Labelling | The Certification Programme shall specify the use of off-product logo or mark and shall ensure that Certification Bodies communicate those rules to applicant / certified organisations. | yes | GR10.3/GR10.5/"Detailed Rules on the use of the ASIAGAP logos" | GR10.3 stipulates that the right and duties of ASIAGAP logo mark users and "Detailed Rules on the use of the ASIAGAP logos" in detail for the usage of off-product logo marks. GR 10.5 stipulates that the CB ,during the auditing, shall have an obligation to inform to farm/group that there is the rules and regulations to use logo mark. Old version No.SA-E2 was submitted. Will send the latest version which is translated in English shortly. | yes | The use of the "Asiagap Used Products" logo reported on the document "Annex No.SA-E2" is not clear and not seem allowable. The last version (2nd edition on June 2019, revised on March 19th 2021) of the Detailed rules for the use of Asiagap Official Logo Marks has been supplied. |
| 1.8 | Certification Programme Development and Maintenance | The Certification Programme shall be developed and maintained with the participation of technically competent representatives of direct stakeholders, or be subjected to formal review by such parties and subsequently determined as appropriate. | yes | GR5.2 | GR5.2 stipulates that the frequency of revision and identification of versions for each normative documents shall be clarified, examined by the Technical Committee (hereinafter referred to as TC) and approved by the Board. We will prepare the evidence and please confirm it during ROV. | yes | Evidence will be verified during the office assessment. |
| 1.9 | Certification Programme Development and Maintenance | The number and interests of the stakeholder representatives involved with the Certification Programme development shall be reflective of the sector(s) of the food supply chain for which the Certification Programme is intended. | yes | "Japan GAP Foundation: Technical Committee Provisions" /(35),GR3 Terms and definitions / "Technical Committee members list" | "Technical Committee members list" and "Japan GAP Foundation: Technical Committee Provisions" clarify that the TC consists of certification program subcommittee, agriculture product subcommittee, and livestock subcommittee. As being obvious from the contents of" (35) Technical Committee "in GR3 Terms and definitions and TC members list documented, the Foundation take it consideration for the adequate numbers of each subcommittee reflecting the members of the stakeholders. | yes | |
| 1.10 | Certification Programme Development and Maintenance | The Certification Programme shall be subjected to extensive stakeholder consultation during its development. | yes | GR3(35) | GR3(35) states that there exists a committee(GR 2) is in charge of the development for normative documents in TC. TC members are to be consisted of farm top managements , public administrators, academic experts, and distributors, etc. Thus, it clarifies that the experts selected from all the farm area and to the distribution area belong to this TC. | yes | |

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| 1.11 | Certification Programme Development and Maintenance | The consultation period shall allow sufficient time for stakeholders to review the Certification Programme under development and send their comments to the Certification Programme Owner. | yes | GR5.5(1)/"Administrative Procedures for the Development" 6 | GR5.5(1) stipulates that the Foundation widely collects and considers public comments for the revision of GR and Control Points and Compliance Criteria (hereinafter referred as to CPCC)." Administrative Procedures for the Development " stipulates that its procedure shall be reviewed at least once a year. We will prepare the evidence and please confirm it during ROV. | yes | Evidence will be verified during the office assessment. |
| 1.12 | Certification Programme Development and Maintenance | The Certification Programme Owner shall ensure due consideration to comments received from stakeholders during the consultation. | yes | "Administrative Procedures for the Development" 5.2 | "Administrative Procedures for the Development" 5.2 stipulates that the procedure for executing public comments for the development of normative documents. The Secretariat consolidate the public comments, develop the amendment, and submit it to applicable subcommittee. Through the deliberation by applicable subcommittee, the final document will be developed. These processes could be enough step for taking into consideration of the public comments received. | yes | |
| 1.13 | Certification Programme Development and Maintenance | The Certification Programme's normative documents shall be established by consensus and issued using a formalised and documented approval process. | yes | "Administrative Procedures for the Development" 1 | "Administrative Procedures for the Development" 1 defines the procedure of the development for normative documents. The normative documents will be deliberated by the TC and the Secretariat support such TC's deliberation. This procedure requires executing the public comment widely. This procedure owns and manages the recognition process for developing the normative document from all fields consensus. | yes | |
| 1.14 | Certification Programme Development and Maintenance | The Certification Programme's normative documents shall be appropriately controlled and publicly available. The documents submitted to GFSI shall be translated into English and their translation appropriately controlled. | yes | GR 1.5/5.4/5.5(2)/5.5(3) | GR5.1 stipulates the revision control of the normative documents for ASIAGAP program. GR5.5(2) stipulates that publication and the effective use of new version for the normative documents will be conducted through the Foundation's website. GR5.4 stipulates that the translated ASIAGAP standard documents shall be approved by the TC of the Foundation. GR5.5(3) stipulates that the Foundation shall submit the revised English version to the GFSI Secretariat and ensure the communication to GFSI. | yes | |
| 1.15 | Certification Programme Development and Maintenance | The Certification Programme's normative documents shall be reviewed and re-issued as appropriate to remain current and address stakeholders' expectations. This shall include revision in accordance with the issuing of new versions and sub-versions of the GFSI Benchmarking Requirements. | yes | GR5.2/GR5.3 | The table in the GR5.2 stipulates the frequency of revision for each normative documents regarding ASIAGAP program approved by Board of the Foundation. GR5.3 also stipulates the discrimination and conditions for the transition period between the old version and new version when an ASIAGAP standard document is revised. | yes | |
| 1.16 | Certification Programme Development and Maintenance | The Certification Programme Owner shall inform key stakeholders, including GFSI, of any changes to the Certification Programme, in particular those changes that are relevant to the recognition status of the Certification Programme. | yes | GR5.5(2)/GR5.5(3) | GR5.5(2) stipulates that the notification for the revision of the normative documents will be executed through the Foundation's website. GR5.5(3) states that the translated in English normative documents will be notified to the GFSI Secretariat. We will prepare the evidence and please confirm it during ROV. | yes | The communication about the release of the new standard is limited in the CPO English website. Evidence will be verified during the office assessment. Information supplied by the Japanese web site. |
| 1.17 | Certification Programme Development and Maintenance | The Certification Programme Owner shall ensure that stakeholders and other interested parties can make effective contact with the Certification Programme Owner, or authorised authority, to clarify any interpretation. | yes | "Regulations for Communication with Outside Organizations Related to the ASIAGAP Operation" | "Regulations for Communication with Outside Organizations Related to the ASIAGAP Operation" stipulates the procedure for securing the communication between the Foundation and outside organizations such as the AB, CB, and GFSI. | yes | |
| 1.18 | Documentation requirement | The Certification Programme Owner shall establish, implement and maintain a Quality Management System. | yes | GR16.4(1)/ "JGF management system" 4.3/"JGF minutes for the management review" | GR16.4(1) stipulates that the Foundation established and maintains the quality control system of the organizational management to protect the credibility of the ASIAGAP scheme. , which content is related with the provision, "JGF management system". "JGF management system" 4.3 states under statement of top management's commitment, management system is constructed, implemented, ensured to be in conformity with the documented information related to the external requirements etc., and those evidence shall be recorded in the "JGF minutes for the management review". | yes | |
| 1.19 | Complaint procedure | The Certification Programme Owner shall implement an effective documented complaint procedure. This procedure shall be publicly available without request. | yes | GR16.3/ "Complaints Management Provisions"/Screenshot of JGF website(Home Page) | GR16.3 stipulates the procedure to deal with complaints, and in line with this, "Complaints Management Provisions" has stipulated. "An acceptance window for the complaints" has set up on the Foundation's website. We will newly set up the English version of complaints procedure in English website by the time of ROV. We will prepare the evidence and please confirm it during ROV. | partly | The documented complaint procedure (or its extract) is not available in the CPO English website. |
| 1.20 | Data Management | The Certification Programme Owner shall have in place a clearly defined data management system holding and maintaining data for the effective management and operation of the Certification Programme. | yes | GR8.5/"The JGF Database Management Procedures" | GR8.5 stipulates registration and disclosure of information. It is stipulated that the Foundation is required to perform its database management and construct its management. In particular, the Foundation's database system is managed by "The JGF Database Management Procedures" to maintain and manage the certification information submitted by CBs. | yes | |

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| 1.21 | Data Management | The Certification Programme Owner shall ensure that the data management system shall incorporate data in relation to the GFSI Benchmarking Requirements and the annual assessment questionnaire. This system shall allow to estimate as a minimum: •Number of qualified auditors; •Number of valid certificates; •Number of issued certificates within a given period; •Number of suspended certificates; •Number of withdrawn certificates. | yes | GR8.5/"The JGF Database Management Procedures" GR9.3(1) GR9.3(4) | GR 8.5 stipulates registration and disclosure of information. "The JGF's database system" is managed by "The JGF Database Management Procedures" . Since the information that is related to auditors and certified farms is registered in the Foundation's database, auditors and certified farms can be aggregated and counted in the database. With regard to the withdrawn of certification, it is stated the withdrawn of certification in the remarks column, and can be aggregated. The column which is date for withdrawn of certification (date of cancellation) is planning to be converted from the remarks column to a normal data item for securing aggregate calculation. Suspension of certification is defined in GR9.3, and that GR9.3(4) stipulates that certification shall be suspended during the period of " corrective action of GR9.3(1)". The organizations which are applicable to "a) b) c) d) of GR9.3(1) " shall be required to submit the corrective action in the written form within a certain period. The deadline of the time for the corrective action shall be four weeks. During the period of the corrective action, the use of the ASIAGAP logo shall also be suspended. | yes | Information is required also concerning the suspended certificates. Information supplied |
| 1.22 | Data Management | The Certification Programme Owner shall have a process in place to verify the authenticity of the certificate. | yes | "Procedures for Implementing the ASIAGAP Integrity Program" " Registration of certified farm procedure" | ①Monthly Desktop review, ②CB office audit, and ③the process such as the evaluation of on-site auditor-witness by the Foundation, all of which are stipulated in "Procedure for Implementing the ASIAGAP Integrity Program" . To combine these 3 indexes leads to the verification for the authenticity of the certificate. We own the manual so called " Registration of certified farm procedure" which is confriming the information of certificate by the Foundation staff. We will send this operation procedure. | yes | The verification process is limited to the Integrity Programme. Please, mention some other certificate verification modalities if any (e.g. certificates directory). Procedure not yet available. The Japanese/English web site allows the certificate authenticity verification of the registered companies. |
| 1.23 | Internal Review | The operations of the Certification Programme Owner shall be subject to formal annual internal review of its relevance and compliance to internal processes, and, where appropriate, revised. | yes | "JGF Management System" /"Internal Audit Provisions"/"Management Review Implementation Provisions" | Internal audits are conducted at least once a year in accordance with the "Internal Audit Provisions "and" Management Review Implementation Provisions "which are stated in" JGF Management System". The purpose of internal audit is defined in Internal Auditor Provision 1 as "to maintain and improve the integrity and effectiveness in the certification program managed by the Foundation by identifying opportunities for improvement and risk, and maintaining and enhancing the integrity and effectiveness by taking appropriate actions. Internal audits was conducted in July 2020 and February 2021, and internal process for the internal audit has been revised when it is necessary. | yes | |
| 1.24 | Internal Review | The Certification Programme Owner shall ensure that the formal internal review assesses the management of the Certification Programme, and address any issues or concerns raised by stakeholders. | yes | "Internal Audit Provisions"/"Management Review Implementation Provisions" | The result of internal audit shall be reviewed 3 times for each. Management review (ordinary, Management Review conference and Board meeting) Management Review Implementation Provisions stipulates that the Foundation shall discuss for the customer and stakeholder reactions, including the complaints. | yes | |
| 1.25 | Internal Review | The review and any arising actions shall be fully documented. | yes | "Internal Auditor Provisions" (4)7 /"Management Review Implementation Provisions" 5 | "Internal Audit Provisions" 4(4)7 stipulates that the report for internal audit shall be documented. "Management Review Implementation Provisions" 5 stipulates that the Foundation shall keep the records of management review. | yes | |

Section 2 - Accreditation

Name of Certification Programme:

ASIAGAP 2.3

| GFSI Benchmarking Requirements version 2020.1 | | | CPO self assessment | | | Benchmark leader assessment | |
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| 2.1 | Certification Process | The Certification Programme shall include a certification process based on one of the following standards: ISO / IEC 17065 for product Certification Bodies or ISO / IEC 17021-1 with ISO / TS 22003 for management system Certification Bodies. | yes | GR1.1 | GR1.1 stipulates that the audit and certification system of the ASIAGAP program is based on ISO/IEC17065. | yes | |
| 2.2 | Certification Process | Where scoring, ranking and grading systems are applied, these shall be clearly explained by the Certification Programme Owner and publicly available. | yes | GR7.2(3) GR7.2(2) | GR7.2(3) stipulates that the certification shall be granted after technical review based on the results of corrective actions when they are above the level of conformity is verified. GR7.2(2) defines the item level of ASIAGAP control points. "Minor Must" is defined as the criteria for which conformance is strongly required". | yes | Please, specify also the requirements concerning the level of conformity required for minor must requirements. Specified. |
| 2.3 | Scope of certification | The Certification Programme Owner shall define clear scope(s) of certification related to the sector of the food supply chain for which the Certification Programme is intended and commensurate to the GFSI scope(s) of recognition. | yes | GR1.2 | GR 1.2 stipulates that the certification scope of the ASIAGAP program is in accordance with the requirements of ISO/IEC17065. The ASIAGAP certification program applies to agricultural produce and their production processes. GR 6 stipulates such the details .The table in GR6.2 (3) stipulates that the all applicable sectors (GFSI approval code) are in the scope of ASIAGAP certification program. | yes | |
| 2.4 | Relationship with Accreditation Bodies | The Certification Programme Owner shall establish regular exchanges and communication with their respective Accreditation Bodies. This shall include an agreement with the Accreditation Bodies to ensure accredited Certification Bodies comply with the requirements of ISO / IEC 17065 or ISO / IEC 17021-1 with ISO / TS 22003. | yes | GR1.2/GR13.1 | GR1.2 stipulates the scope of ASIAGAP certification is in accordance with the requirements of ISO/IEC17065. GR13.1 states that the Foundation shall establish the periodical opinion exchange and communication with AB, including agreement to ensure compliance with ISO/IEC17065. It is stated that the Foundation shall make sure that its all activities concerning ASIAGAP operation shall be implemented by ABs belonging to IAF members and MLA signatories. It stipulates that the accreditation work by ABs, assurance that the accreditation for ASIAGAP certification are consistent and reliable manner, and compliance of accreditation work by entrusted AB when it is necessary. | yes | |
| 2.5 | Relationship with Accreditation Bodies | The Certification Programme Owner shall formally appoint a representative in charge of contact with the Accreditation Bodies. | yes | GR13.1(1)/"Regulations for Communication with Outside Organizations Related to the ASIAGAP Operation" | GR13.1(1) refers to the "Regulations for Communication with Outside Organizations Related to the ASIAGAP Operation," and this regulation stipulates also communication with CBs. In the "Regulations for Communication with Outside Organizations Related to the ASIAGAP Operation", The Foundation stipulates that the Executive Director shall appoint a Secretariat staff to be in charge. | yes | |
| 2.6 | Relationship with Accreditation Bodies | The Certification Programme Owner shall have an agreement with the Accreditation Bodies to ensure that the Certification Programme Owner is informed if a Certification Body has its accreditation withdrawn or suspended. | yes | GR13.1(4)/"Agreement on ASIAGAP Scheme Accreditation with JAB" | GR13.1(4) stipulates that the accreditation body contracted with the Foundation shall conclude an agreement on accreditation work, having a prior discussing with the CB regarding the acquisition, suspension, or withdrawal of accreditation, and shall report its latest information to the Foundation. "Agreement on ASIAGAP Scheme Accreditation with JAB" is the one of those evidence. Article 2 of this contract stipulates that JAB shall perform accreditation work in conformity with the requirements in the latest version of ASIAGAP. GR16.1(4) relates to this contract. | yes | |
| 2.7 | Relationship with Accreditation Bodies | The Certification Programme Owner shall inform Accreditation Bodies if activities with a Certification Body is withdrawn or suspended for reasons related to the requirements of the accreditation standard. | yes | "Regulations for Communication with Outside Organizations Related to the ASIAGAP Operation" | "Regulations for Communication with Outside Organizations Related to the ASIAGAP Operation"3.2(2)4 stipulates that the Foundation shall exchange the information with AB based on the information concerning withdrawal and suspension of accreditation, and take a necessary action to comply with. | yes | |

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| 2.8 | Relationship with Accreditation Bodies | The Certification Programme Owner shall inform Accreditation Bodies of any relevant information and developments related to the Certification Programme. | yes | GR13.4.1 | GR13.4.1 stipulates that the Foundation shall inform accreditation body of ASIAGAP- related information and developments. | yes | |
| 2.9 | Relationship with Accreditation Bodies | The Certification Programme Owner shall agree on their process for the extension of the scope of activities of Certification Bodies with the Accreditation Bodies. | yes | GR13.2(10) | GR13.2(10) stipulates that in the case that CBs apply for expansion of the accreditation scope, it shall have a currently valid accreditation for ISO/IEC17065. In addition, it states that CBs shall submit a written notice to the Foundation and obtain its approval. | yes | |
| 2.10 | Certification bodies list | The Certification Programme Owner shall ensure that a list of active Certification Bodies is publicly available without request. This list shall include the scope of activities of the Certification Bodies. | yes | GR13.4.2 | The list of CBs on the Foundation's website, clearly indicates registration numbers, initial accreditation date, the scope of accreditation and contact information respectively. | yes | |
| 2.11 | Certification Bodies Requirements | The Certification Programme Owner shall have documented requirements for Certification Bodies to operate the Certification Programme. | yes | General Regulations GR13.2(2) "Agreement on GAP Scheme Certification" | The General Regulations specifies all areas of the operation of ASIAGAP. GR13.2(2) stipulates that the certification body shall conclude a contract both with the accreditation body and the Foundation regarding certification activities. The certification body shall comply with the following conditions: a) The certification body shall employ personnel with sufficient competence to fulfill all functions within the organization, such as management, operations, expertise, and auditing. b) Regardless of the scope of accreditation, the certification body shall establish systems and procedures to ensure that the auditors have the competencies described in ISO/IEC 17065. The Foundation has a written agreement with the certification bodies., title of which is "Agreement on GAP Scheme Certification" on ASIAGAP certification program(e.g. Article 1 requires the maintenance and improvement of ASIAGAP's certification program, and Article 2 stipulates any obligation to comply with the requirements of the accreditation bodies and the certification bodies based on the latest General Regulations. | yes | Please, consider and mention, if applicable, also the agreement with the Certification Bodies. Mentioned |
| 2.12 | Accreditation of Certification Bodies | The Certification Programme Owner shall ensure that all activities resulting in the issuing of certificates are delivered by Certification Bodies accredited by Accreditation Bodies, members of the International Accreditation Forum (IAF) and signatories to the Multilateral Recognition Arrangement (MLA) for the appropriate scope. NB: All the IAF MLA signatories demonstrate conformance with ISO / IEC 17011. | yes | GR13.1(1)/(2) | GR13.1.1(1) stipulates that the Foundation shall ensure that its all activities concerning ASIAGAP operation shall be implemented by accreditation body which belongs to IAF members and MLA signatory. In addition, GR13.1.1(2) stipulates that accreditation work on ASIAGAP shall be conducted based on ISO/IEC17011 and the contract signed by the Foundation. | yes | |
| 2.13 | Accreditation of Certification Bodies | The Certification Programme Owner shall define clear scope(s) of accreditation for the Certification Bodies. | yes | GR1.2 "Agreement on Accreditation of ASIAGAP Certification Bodies" | GR 1.1 stipulates that AB shall conduct its activity following the GR. The article 2 of the contract made between AB and the Foundation stipulates that AB shall conduct its activity in conformity with the latest requirements for AB. Therefore, AB shall conduct accreditation audit by the latest standard. Our accreditation body is currently only JAB. In fact, the Foundation has a contract with the accreditation body. In that contract ("Agreement on Accreditation of ASIAGAP Certification Bodies"), JAB has concluded a contact regarding the accreditation of certification bodies that perform ASIAGAP certification.It contains the contents including Article 1: Maintenance and Improvement of Reliability of Certification Program and Article 2: which stipulates JAB shall conform to requirements for accreditation bodies and certification bodies set forth in the latest version of ASIAGAP General Regulations issued and notified by the Foundation. | yes | Please, also mention the agreement with AB,. Mentioned |
| 2.14 | Accreditation of Certification Bodies | The Certification Programme Owner shall ensure that the scope of accreditation of Certification Bodies shall be publicly available and precisely defined in terms of the exact name of the Certification Programme in scope, its revision number and / or date and its sector of application reference (e.g. industry sector). | yes | GR13.1(3)/6.2(3) | The scope of accreditation is disclosed on the Foundation's website in the section of introducing the accredited CBs which is based on GR13.4.2. In the line with that, the scope of accreditation, the name of the certification program, the revision number, and the sector of application are disclosed on the Foundation's website. GR13.3.2(8) requires that the CB shall disclose its scope of accreditation. | yes | |

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| 2.15 | Accreditation of Certification Bodies | The Certification Programme Owner shall ensure that Certification Bodies undertaking audits against a GFSI-recognised Certification Programme have the named Certification Programme and its revision number included in their scope of accreditation. | yes | GR13.1(3) | GR13.1(3) stipulates that the accreditation scope described in the certificate shall correspond to the sector of ASIAGAP, including the revised version number or its publication date. | yes | |
| 2.16 | Accreditation of Certification Bodies | The Certification Programme Owner shall ensure that the accreditation standard used by all Accreditation Bodies for their Certification Programme is consistent and, where appropriate, facilitates a harmonised agreement on behalf of the contracted Certification Bodies. | yes | GR13.1 | GR13.1 stipulates that the Foundation shall ensure that AB is shall be in conformity with ISO/IEC 17065 and that all activities concerning ASIAGAP operation implemented by AB that is IAF members and signs MLA. The Foundation shall ensure its consistency in the accreditation standards used for ASIAGAP operation and shall harmonize the accreditation standards on behalf of the contracted accreditation bodies, if it is necessary. | yes | |
| 2.17 | Accreditation of Certification Bodies | The Certification Programme Owner shall ensure that Certification Bodies seeking accreditation for the Certification Programme shall be accredited within 12 months from the date of application to an Accreditation Body. | yes | GR13.2(4) | GR13.2(4) stipulates that the CBs shall obtain accreditation within one year from the date of application to the accreditation body. | yes | |
| 2.18 | Accreditation of Certification Bodies | In the event that accreditation is not granted within 12 months, the Certification Programme Owner shall ensure that the Certification Body contract shall be terminated, and potential actions reviewed. In situations where there is a delay, the Certification Body shall provide a plan to the Certification Programme Owner for approval to achieve accreditation. | yes | GR13.2(4) | GR13.2(4) stipulates that if accreditation shall not granted within one year, the contract between the Foundation and the CB shall be cancelled. GR13.2 (4) also stipulates that the CB shall provide a plan to the Foundation to seek approval for performing accreditation in case that there is any delay in accreditation. | yes | |
| 2.19 | Accreditation of Certification Bodies | If a Certification Body has a pending application for extension of their scope with an Accreditation Body, the Certification Body shall inform the Certification Programme Owner. The Certification Programme Owner shall acknowledge and hold written notification from the Certification Body of such a circumstance. | yes | GR13.3.2(8) | GR13.3.2(10) stipulates , when a certification body applies for expansion of the accreditation scope, it shall have a currently valid accreditation for ISO/IEC 17065. It also stipulates that it shall submit a written notice to the Foundation and obtain its approval. | yes | |
| 2.20 | Accreditation of Certification Bodies | In the event that the range of certification services offered by a Certification Body is wider than the range of those accredited, the Certification Programme Owner shall ensure that the Certification Body makes clearly and publicly available the limits and scope of their accreditation. | yes | GR13.3.2(8) | GR 13.2(8) stipulates that CB shall announce the scope of accreditation, so that it is clearly distinguished from services outside the scope of accreditation. | yes | |
| 2.21 | Accreditation of Certification Bodies | In the event that the range of certification services offered by a Certification Body is wider than those accredited, the Certification Programme Owner shall ensure that those are transparent, not conflicting and distinguished from those that are accredited. | yes | GR13.3.2(8) | GR13.2(8) stipulates that CB shall make it clear, non-discrepancy, when the scope of the service offered for ASIAGAP is wider than the accredited range. | yes | |

Section 3 - Relationship with Certification Bodies

Name of Certification Programme:

ASIAGAP 2.3

| GFSI Benchmarking Requirements version 2020.1 | | | CPO self assessment | | | Benchmark leader assessment | |
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| 3.1 | Relationship with Certification Bodies | The Certification Programme Owner shall have contractual and enforceable arrangements with all Certification Bodies accredited to ISO / IEC 17065 or ISO / IEC 17021-1 with ISO / TS 22003 to operate their Certification Programme. | yes | GR13.2(2) GR13.2(2)b | GR13.2(2) stipulates that CB shall employ personnel with sufficient competence to fulfil all functions within the organization, such as management , operations, expertise and auditing. It also stipulates that the CB shall establish systems and procedures to ensure that the auditors, not limited to the range of accreditation, have the competencies described in ISO/IEC 17065. GR13.2(2) b) stipulates the following; Any certification body shall conclude a contract both with the accreditation body and the Foundation regarding certification activities. The certification body shall also comply with the following; b) Regardless of the scope of accreditation, the certification body shall establish systems and procedures to ensure that the auditors have the competencies described in ISO/IEC 17065. | yes | Please, specify the first part of the requirement 13.2.2 regarding the signing of the contract. Specified |
| 3.1.2 | Relationship with Certification Bodies | The Certification Programme Owner shall ensure that IAF MD4 (current version) is included as a normative reference for their certification programme(s). | yes | GR2 | GR2 is the chapter for introducing the reference list and IAFMD4 is on that list. Therefore, it is obvious that IAFMD4 was referenced when the ASIAGAP Ver. 2.3 was developed. | yes | |
| 3.2 | Relationship with Certification Bodies | The Certification Programme Owner shall require that Certification Bodies notify them of any withdrawal or suspension of their accreditation. | yes | GR13.3.3 | GR13.3.3 stipulates that CB shall inform the Foundation withdrawal or suspension of accreditation. | yes | |
| 3.3 | Relationship with Certification Bodies | The Certification Programme Owner shall ensure that a designated Certification Body employee is responsible for the quality system's development, implementation and maintenance. This designated employee shall also have the responsibility for reporting on the performance of the quality system for the purposes of management review and subsequent system improvement. | yes | GR13.2(3) | GR13.2(3) stipulates that CB shall operate an effective and fully implemented quality system. Within the CB there shall be a designated member of staff responsible for the quality system's development, implementation, and maintenance. It describes the procedure for maintaining the CB's quality system. | yes | |
| 3.4 | Relationship with Certification Bodies | The Certification Programme Owner shall ensure that Certification Bodies use the Certification Programme in its entirety for the relevant GFSI scope of recognition. | yes | GR13.3.2(11) | GR13.3.2(11) stipulates that CB shall apply ASIAGAP wholly for GFSI recognized scope. | yes | |
| 3.5 | Relationship with Certification Bodies | The Certification Programme Owner shall ensure that Certification Bodies make the following information available at all times to the Certification Programme Owner: -Evaluation procedures and certification processes in relation to the Certification Programme; -Details of complaints, appeals and disputes procedures; -A comprehensive list of all certified organisations against the scope(s) of the Certification Programme. | yes | GR13.3.2(1) | GR13.3.2(1) clarifies that CB shall at all times make the information available to the Foundation of which c), e), and g) are applicable. | yes | |
| 3.6 | Relationship with Certification Bodies | The Certification Programme Owner shall ensure that Certification Bodies notify the Certification Programme Owner of changes to ownership, management personnel and management structure or constitution in a timely manner. | yes | GR13.3.2(10) | GR13.3.2(10) stipulates that CB shall report the changes in a timely manner to the Foundation, if CB changes its ownership, management team, management structure or articles of incorporation. | yes | |
| 3.7 | Relationship with Certification Bodies | The Certification Programme Owner shall agree on appropriate actions with Certification Bodies to mitigate any situations which could result in bringing their Certification Programme or GFSI into disrepute, and notify GFSI of such situation. | yes | GR16.4(7) | GR16.4.7 clarifies that in line with the GR16.4 (5), the Foundation verifies with the relevant stakeholders (including ABs, CBs, and certified farms/groups), takes the necessary measures, and notifies GFSI, if any finding of the consultation with other stakeholders or changes in social situations generate concerns or trends that could negatively affect the credibility of ASIAGAP or GFSI. | yes | |
| 3.8 | Relationship with Certification Bodies | The Certification Programme Owner shall inform Certification Bodies of any relevant information and developments related to the Certification Programme. This shall include any changes to the Certification Programme. | yes | GR13.4.3 | GR13.4.3 stipulates that the Foundation shall inform CB about ASIAGAP related information and development including alteration of certification program. | yes | |

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| 3.9 | Relationship with Certification Bodies | The Certification Programme Owner shall publish guidance / requirements to Certification Bodies on transition arrangements when a new version of the Certification Programme is issued. The Certification Programme Owner guidance / requirements may encompass elements such as the following: -terms and conditions of transition period between previous and new versions; -defined timeline for transition; -comparative information between previous and new versions; -timeline in which Certification Bodies are required to cascade information to all auditors and certified organisations. | yes | GR5.3.1 JGF's website Letter 20JGF No.268 | GR5.3.1 stipulates that management of old versions when ASIAGAP standard document is issued or revised. It also stipulates that the Foundation issue the document regarding the transition considering the following elements, a)Definition of the certification scope b) Conditions for the transition period between the old version and the new version c) The timeline of the transition d) comparative information between the old and new version for the ASIAGAP standard e)Timeline for CBs to share revision information with all auditors and certified farms/organizations. As for comparative information, a list of major revisions is available on the JGF website. https://jgap.jp/download/#ASIAGAP_statement Regarding the timeline for the certification body to communicate information to auditors and certified organizations, Letter 20JGF No. 268 requires that the information shall be notified by December 18, 2020. | yes | Please, supply evidence of the last transition arrangements (e.g. comparative information, timeline for CBs to cascade information to auditor and certified organisation). Information supplied by the JGF WEBSITE and letter to the certification bodies supplied. |
| 3.10 | Integrity Programme | The Certification Programme Owner shall implement a risk-based programme to monitor and regularly review the performance of Certification Bodies, and their compliance to the Certification Programme's requirements. This programme shall consider the number, size and complexity of audits carried out by the Certification Bodies. | yes | GR16.4(3)/"Procedures for Implementing the ASIAGAP Integrity Program" 3.2(1) | GR16.4(3) stipulates that based on "the procedure for Implementing the ASIAGAP Integrity Program against Accreditation Bodies and Certification Bodies", the Foundation shall receive necessary information from the CB and analyse the accuracy of their certification activities. "the procedure for Implementing the ASIAGAP Integrity Program against Accreditation Bodies and Certification Bodies", 3.2(1) stipulates that integrity program shall take into consideration of the number, size and complexity of audit by CB. We are planning to carry out the office visit audits for JMAQA on June 23 and JQA in between July and August. | yes | Evidence will be verified during office assessment |
| 3.11 | Integrity Programme | The Certification Programme Owner shall ensure that results of the integrity programme are communicated to and reviewed with the Certification Bodies at least once a year. | yes | "Procedures for Implementing the ASIAGAP Integrity Program" 3.2(1) | "The procedure for Implementing the ASIAGAP Integrity Program against Accreditation Bodies and Certification Bodies "3.2(1) stipulates that the Foundation shall review the result of integrity program with CB at least once a year. | yes | |
| 3.12 | Desktop Assessment | The Certification Programme Owner shall implement a risk-based programme of desktop assessments of Certification Body performance on audit and auditor records. | yes | "Procedures for Implementing the ASIAGAP Integrity Program" 3.2(2) | "The procedure for Implementing the ASIAGAP Integrity Program against Accreditation Bodies and Certification Bodies" 3.2(2) stipulates that The Foundation shall implement a desktop review programs which is risk based for certification bodies performed by CB on-risk base regarding audit performance and auditor records. We will consider amendment for the "The procedure for Implementing the ASIAGAP Integrity Program against Accreditation Bodies and Certification Bodies" | partly | The IP desktop review does not include the assesment of the audit report records |
| 3.13 | Office Visits | The Certification Programme Owner shall implement a risk-based programme of Certification Bodies office audits, focusing on the implementation of the Certification Programme's requirements by the Certification Bodies. Risk factors may include: -the number of countries in which a Certification Body operates; -the number of auditors employed; -languages in which audits are undertaken; -number of certified companies; -number of centralised Certification Body offices; -number of audits undertaken per auditor; -grading and number of non-conformances; -product recalls; -number of relevant complaints. | yes | "Procedures for Implementing the ASIAGAP Integrity Program" 3.2(3) | "The procedure for Implementing the ASIAGAP Integrity Program against Accreditation Bodies and Certification Bodies"3.2(3) stipulates that shall be conducted risk-based certification body CB office audits. | yes | Evidence will be verified during the office assessment |
| 3.14 | Key Performance Indicators | The Certification Programme Owner shall define and monitor Key Performance Indicators for Certification Bodies including complaints, results of desktop assessments and office visits. The Key Performance Indicators shall be communicated to and reviewed with the Certification Bodies at least once a year. | yes | "Procedures for Implementing the ASIAGAP Integrity Program" 3.2(1)(2)(3) | "The procedure for Implementing the ASIAGAP Integrity Program against Accreditation Bodies and Certification Bodies" stipulates 3.2(2)(3) that stipulates that key performance indicators shall be defined and monitored. "The procedure for Implementing the ASIAGAP Integrity Program against Accreditation Bodies and Certification Bodies" also stipulates 3.2(1) stipulates that the Foundation shall take a communication with CB and the Foundation shall review the above result with CB. | Yes | Evidence will be verified during the office assessment |

Section 4 - Certification Bodies Personnel

Name of Certification Programme:

ASIAGAP 2.3

| GFSI Benchmarking Requirements version 2020.1 | | | CPO self assessment | | | Benchmark leader assessment | |
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| 4.1 | Certification Body Personnel Competence | The Certification Programme Owner shall ensure that all management, administrative, technical and auditing personnel meet the competence required by the Certification Bodies, the Certification Programme and the GFSI Benchmarking Requirements. | yes | GR13.2(2)a) | GR13.2(2)a) stipulates that CB shall employ personnel with sufficient competence to fulfill all functions within the organization, such as management, operations. Expertise and auditing. | yes | |
| 4.2 | Certification Body Personnel Competence | The Certification Programme Owner shall ensure that the Certification Bodies require all personnel involved with the certification process to sign a contract or agreement, which clearly commits them to: -Complying with the rules of the Certification Body, with particular reference to confidentiality and independence from commercial or personal interests; -Declaring any issues in relation to personal conflicts of interest. | yes | GR13.3.2(4)a)b) | GR13.3.2(4) stipulates that CB shall oblige all staff involved in the certification process to sign contracts or agreements to bind their commitment to a) Conformity to organizational regulations that specifically address confidentiality obligations and independence from commercial or personal interests, and b) Declaration of any problem regarding conflicts of interest of individuals. | yes | |
| 4.3 | Certification Body Personnel Competence | The Certification Programme Owner shall ensure that the Certification Bodies clearly document all requirements of ISO / IEC 17065 or ISO / IEC 17021-1 with ISO / TS 22003 , and IAF MD4, relating to personnel and make them known to their employees. This shall include systems and procedures to ensure that auditors conducting assessments meet the capabilities described in ISO / IEC 17065 or ISO / IEC 17021-1 with ISO / TS 22003, and the requirements of IAF MD4. | yes | GR13.3.2(6) | GR13.3.2(6) stipulates that CB shall clearly document all the requirements of ISO/IEC 17065 and IAF MD4 related to the staff concerning process, and inform the staff of these requirements. Such requirements include the system and procedure which make sure that auditor's capability meets the requirements mentioned thereby. | yes | |
| 4.4 | Certification Body Personnel Competence | The Certification Programme Owner shall ensure that the Certification Bodies hold and maintain records regarding the qualifications, training and experience of all personnel involved in the certification process. All records shall be dated. The information shall include, as a minimum: -Name and address of trainees; -Affiliation to the Certification Body and position held; -Educational qualifications and professional status; -Experience and training in the relevant fields of competence in relation to the Certification Programme's requirements; -Details of performance appraisal(s). | yes | GR13.3.2(7)a)b)c)d)e) | GR13.3.2(7) stipulates that CB shall obtain and maintain records of the qualifications, training, and experience of all staff involved in the certification process. Every record shall be dated and at least include the following: a) Name and address b) Relationship with CB and position held c) Educational qualification and professional status d)Experience and training in the relevant fields of competence in relation to the ASIAGAP requirements. e) Details of performance appraisals | yes | |
| 4.5 | Certification Body Personnel Competence: Certification Personnel | The Certification Programme Owner shall ensure that Certification Body's competence requirement for the personnel carrying out the technical review include understanding of the Certification Programme's normative documents and of the Certification Programme's requirements on the completion of audit's report and checklist. | yes | GR11.4 Japanese version GR 13.2(3)e) | GR11.4 stipulates the requirements for the technical reviewer. Those requirements are of 1) capability of reviewing audit results 2) competence to understand ASIAGAP standard documents, audit report, requirements on completion of check list 3)capability of evaluating the contents of the audit report fairly and accurately. Japanese version GR13.2(3)e) stipulates that a person who has the competence to review audit results means a person who has the competence of a senior auditor. In conclusion, the above explanation was actually missing in the English version of GR. | partly | The competence requirement of the personnel that carry out the technical review is not clearly defined (how competence is obtained/reached) in the GR English version. |

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| 4.6 | Auditors Behaviour | The Certification Programme Owner shall ensure that the Certification Bodies have a system in place to ensure auditors conduct themselves in a professional manner. This shall be evaluated through a defined witness audit process confirming acceptable auditor performance as specified by the Certification Program Owner. The following includes examples of required personal attributes and behaviour: -Ethical; i.e. fair, truthful, sincere, honest and discreet, -Open minded; i.e. willing to consider alternative ideas or points of view, -Diplomatic; i.e. tactful in dealing with people, -Observant; i.e. actively aware of physical surroundings and activities, -Perceptive; i.e. instinctive, aware of and able to understand situations, -Versatile; i.e. adjusts readily to different situations, -Tenacious; i.e. persistent, focussed on achieving objectives, -Decisive; i.e. timely conclusions based on logical reasoning, -Self-reliant; i.e. acts independently whilst interacting effectively with others, -Integrity; i.e. aware of need for confidentiality and observes professional codes of conduct. | yes | GR13.2(9) GR11.1.5 GR11.1.5(1) | GR13.2(9) stipulates the code of conduct for auditors, and it requires CB to have a system in place to ensure auditors conduct themselves in a professional manner. Furthermore, the followings are the requirements which are the examples of personal attributes and behaviours for auditors. a) Ethical; i.e. fair, truthful, sincere, honest, and discreet b)Open minded; i.e. willing to consider alternative ideas or points of view c)Diplomatic; i.e. dealing with people in good manner to achieve goals d)Observant;i.e. positively conscious on physical surroundings and activities e) Perceptive; i.e. instinctive, aware of and able to understand situations f) Versatile; i.e. adjusts readily to different situations g)Tenacious;i.e. persistent, focused on achieving objectives h) Decisive; i.e. timely conclusions based on logical reasoning i)Self-reliant;i.e. acts independently while interacing effectively with others j)Integrity;i.e. aware of need for confidentiality and observes professional code of conduct. GR11.1.5 stipulates that the person, who wishes to maintain the recertification registration of ASIAGAP senior auditors and ASIAGAP auditors, shall submit an application for recertification to the Foundation once a year with the following information. As it were, GR11.1.5(1) requires a participation into, at least one time per a year, ASIAGAP auditor training course organized by the certification body and assessment by the certification body on the auditor's knowledge concerning ASIAGAP. | Partly | The witness audit process to confirm acceptable auditor performance is not specified by the CPO (The requirements do not mention explicitly the witness audit). |
| 4.6.1 | Auditors Behaviour | If the Certification Programme Owner allows the use of ICT to assess auditor behaviour as per 4.6, the Certification Programme Owner shall ensure that IAFMD4 is included as a normative reference of their Certification Body requirements on assessing auditor behaviour. | yes | "ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS" Ver.1 | "ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS" Ver.1 states in the objective of its document that it gathered up the remarkable points based on IAF MD4:2018 IAF Mandatory Document for the Use of Information and Communication Technology(ICT) for Auditing/ Assessment purposes. | yes | |
| 4.7 | Auditors' Scopes of Activity | The Certification Programme Owner shall ensure that Certification Bodies base the scopes of auditors' activities on the sectors described in table 1 and the scopes of certification defined by the Certification Programme Owner. | yes | GR Annex1:Qualification requirement for ASIAGAP auditors Technical Letter No.155 | The Annex 1: As for qualification requirement for ASIAGAP auditors, states that the qualification requirements in terms of academic, professional, and work experience records, to be registered for each sector, are specified. According to the Technical Letter No. 155, by the reason that fruit,vegetables and tea are in the same sector of BI, if an auditor, who owns the work experiences applicable to BI and completed, at least three times, the combined witness audit assessments of tea, fruit and vegetables with good results, such an auditor is qualified as the auditor for all categories of fruit, vegetables and tea, and if an auditor, who has more than three witness audit evaluations for tea only or fruit and vegetable only, such an auditor is registered as the auditor either for tea or fruit or vegetable. | yes | The requirements for the auditor scope sector has been clarified by the CPO (e.g. approval for tea, fruit and vegetables etc).21JGF No.6 Amended on January 6, 2021 (19JGF No. 155, June 18, 2019) |
| 4.8 | Auditors' Industry Experience | The Certification Programme Owner shall ensure that Certification Bodies appoint auditors with experience in the food or associated industry, including at least two years full time work in quality assurance or food safety functions and requirements defined in table 1, column 4. | yes | GR11.1.4(1)/GR Annex1:Qualification requirement for ASIAGAP auditors | GR11.1.4 with respect to the registration requirements for an ASIAGAP auditor candidate states that CB shall verify that a person meets the following criteria, and register the person with the Foundation for each corresponding production process category: (1) Conformity to the "Qualification requirements for ASIAGAP auditors" (Ref.Annex1) Annex 1 :As for qualification requirement for ASIAGAP auditors, it stipulates that at least 2 full time years of experience in the agriculture, food or associated industry such as quality assurance or food safety sections in food production or processing or retailing or inspection or auditing or instructing section similar. | yes | |
| 4.9 | Auditors Training | The Certification Programme Owner shall ensure that the Certification Bodies appoint auditors that have the required education, as described in table 1, column 3, and Hazard Analysis and Critical Control Point (HACCP) / Hazard and Risk Assessment training course relevant to their sector of activities. | yes | GR11.1.3(1) GR Appendix1 GR6.2(3) | GR11.1.3(1) stipulates the registration requirements for an ASIAGAP auditor. It requires that the person shall have successfully passed a Codex HACCP training course (minimum of two(2) days). GR Appendix1 stipulates the qualification requirements for ASIAGAP auditor in academic qualification requirements and professional qualification requirements with each sector in accordance with GR6.2I(3). Regarding the academic qualification, it requires the education degrees in an agricultural/crop-based discipline or as a minimum, who has successfully completed a food related or bioscience higher education course or equivalent. | yes | Please, refer also to the education requirements defined in GR annex 1. Referred. |

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| 4.10 | Initial Auditor Qualification | The Certification Programme Owner shall ensure that Certification Bodies have a documented program for initial auditor qualification. This shall include as a minimum that auditors will be assessed on their performance during at least 3 food safety audits against the GFSI-recognised Certification Programme the auditor is being qualified for, including at least one witness audit, and until they are assessed as competent. | yes | GR11.1.3(2)/GR13.2(7) GR13.2(7) | GR13.2(7) requires that CB shall have a program to assess auditing competence to register auditors according to the stipulation of GR 11.1, ASIAGAP auditor. This program shall include the regulated by the GR 11.1.3, Registration requirements for an ASIAGAP auditor. English version of GR13.2(7) did not directly refer to the witness audit, but its Japanese version apparently meant the word of witness audit. | no | The GR requirement does not explicitly ask for that at least one witness audit is carried out for the initial auditor qualification. |
| 4.10.2 | Initial Auditor Qualification | The Certification Programme Owner shall ensure that the witness audit(s) carried out as part of the certification body's initial auditor qualification follows the standard audit plan agreed with the certified organisation, including the use of ICT if applicable, as long as this does not compromise the effectiveness of the assessment. The Certification Programme Owner shall ensure that the witness assessor is present on site for parts of the audit carried out on site. | yes | GR11.1.3(2)/ "ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS" Ver.1, 3.2 | GR11.1.3(2) stipulates that conformity to be initial registration for the auditor shall require the assessment of the person's audit for at least 3 times by assessor who is responsible auditor in charge till the completion of auditor registration and it assured the Foundation verify that a person is in conformity with the requirement for the auditor. "ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS" Ver.1 stipulates that a witness audit must be conducted for an audit which includes a remote audit and the witnessing of the onsite audit, however, the witnessing of the onsite audit must be done on the condition of onsite. Regarding the witness audit, same as the above 4.10. | partly | No requirement defined for how to carry out the witness audit as part of the CB's initial auditor qualification (e.g. following the standard audit plan etc). Information provided only for the auditor qualification in case of ICT use. |
| 4.11 | Scope Extension of Auditor Activities | The Certification Programme Owner shall ensure that Certification Bodies require an auditor extending his scope of activity to undergo a programme including training in the new sector, supervised audits as per 4.10 and assessment and sign off as competent in the new sector by the Certification Body. | yes | GR11.1.7(1)/GR Annex1:Qualification requirement for ASIAGAP auditors | GR11.17(1) stipulates that CB must own the following program and keep the record, when an ASIAGAP senior auditor or an ASIAGAP auditor wishes to add a sector to their registration. a)Education for new sector(s) b)The unified record of a positive evaluation of the witness audit held at least once by and instructor, who is registered in the sector(s) and has same or superior auditor qualification. c)Verification of compatibility to "Qualification required for ASIAGAP auditors" (ANNEX 1) | yes | |
| 4.12 | Maintenance of auditor skills and competence | The Certification Programme Owner shall ensure that auditors are regularly trained and evaluated on their understanding of the Certification Programme. | yes | GR11.1.5(1) | GR11.1.5 stipulates that for maintaining registration as an ASIAGAP senior auditor or ASIAGAP auditors, the person in question shall submit an application for recertification to the Foundation once a year with the information which includes participation in at least yearly one time of participation into ASIAGAP auditor course organized by CB and assessment by CB on the auditor's knowledge concerning ASIAGAP. | yes | |
| 4.13 | Maintenance of auditor skills and competence | The Certification Programme Owner shall ensure that Certification Bodies have a structure in place so that auditors keep up to date with industry sector best practice, food safety and technological developments, have access to and are able to apply relevant laws and regulations. The Certification Bodies shall maintain written records of all relevant training undertaken. | yes | 13.2(8) | GR13.2(8) stipulates that CB shall have a structure in place that assures that the auditors shall keep up to date with industry sector best practices, food safety, and technological developments, and have access to and be able to apply relevant laws and regulations, as well as maintain written records of all relevant training undertaken. | yes | |
| 4.14 | Maintenance of Auditor Skills and Competence | The Certification Programme Owner shall ensure that the Certification Bodies implement an annual programme for auditors to carry out at least five on-site audits at different organisations against any of the relevant GFSI-recognised Certification Programmes owned by the Certification Program Owner to maintain sector and Certification Programme knowledge. | yes | GR11.1.5(2) | GR11.1.5(2) stipulates that at least 5 ASIAGAP audits at 5 different farms/groups for each sector per year shall be conducted as one of requirements for maintaining the registration as an ASIAGAP senior auditor or an ASIAGAP auditor. Furthermore, an additional two audits of group administration per year shall be applied only for an ASIAGAP senior auditor. | yes | |
| 4.15 | Maintenance of Auditor Skills and Competence | In specific situations where requirement 4.14 cannot be met, the Certification Programme Owner shall ensure that Certification Bodies implement an annual programme for auditors to carry out at least five onsite audits against GFSI-approved Certification Programmes and at least one annual onsite audit against the relevant GFSI Certification Programmes. | yes | GR11.1.5(*Note) | The note of GR11.1.5 stipulates that, when GR1.1.5(2) can not be met, the requirement can be alternatively conformed to by conducting at least one(1) farm audit with AISAGAP and at least five(5) farm audits of GFSI recognized certification program other than ASIAGAP at five(5) different farms/groups per year. | yes | |
| 4.16 | Auditor Register | The Certification Programme Owner shall have in place a register of approved auditors including the details of the auditors' competence, education, relevant experience and scope(s) of activities, and applicable Certification Bodies. The register shall remain current and be made available to GFSI during the office visit. | yes | GR11.2 GR11.1.2 GR11.1.3 GR11.1.4 GR11.1.5 GR11.1.7 | GR11.2 stipulates the management and reporting of auditor registers. It states that CB shall maintain the latest registers of auditors and be able to submit them promptly upon request of the AB, the Foundation, or the GFSI Secretariat. The content of the registers shall include the type of auditors, scope of audits, academic background, work experience, and audit history. GR11.1.2/11.1.3/11.1.4/11.1.5 stipulates that auditors shall apply for registration with the Foundation. In case that the sector is necessary to be extended, the auditor shall also submit an application for extension of registration to the Foundation in accordance with GR11.1.7 so that the auditor's change of current status are registered with the Foundation. | yes | Evidence that the updated register of the approved auditors is maintained directly by the CPO will be verified during office assessment. |

Section 5 - Management of Audit and Certification

Name of Certification Programme:

ASIAGAP 2.3

| GFSI Benchmarking Requirements version 2020.1 | | | CPO self assessment | | | Benchmark leader assessment | |
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| 5.1 | Audit Programme – scope of the audit | The Certification Programme Owner shall ensure that the Certification Bodies clarify the activities and products of the audited organisation to include in the scope of the audit. | yes | GR8.1(1) | GR8.1(1) defines that the farm/groups shall apply for an audit by completing the form prepared by CB prior to the audit to clarify those activities and products in the scope of the audit. Such information to be informed prior to the audit is stated in the small clauses of a) to o). | yes | |
| 5.2 | Audit Programme – audit frequency | The Certification Programme Owner shall have a clearly defined and documented audit frequency programme: <ul style="list-style-type: none"> •Ensuring a minimum audit frequency of one full audit of an organisation's facility and food safety management system against the elements of the Certification Programme's normative documents per 12-month period on average; •Defining the frequency of audit for each product category covered by the scope of certification of the Certification Programme; •Defining a time window during which next recertification audit shall be conducted; •Considering a number of factors to decide the audit frequency such as activities and products of the audited organisation to include in the audit (scope of the audit), previous audit history, concerns about compliance with a Certification Programme's normative documents, seasonality of product, significant capacity increases, structural changes, changes in product technology or changes in product type. The Certification Programme Owner shall clearly define the rationale for the determination of frequency within the Certification Programme. | yes | GR7.3/GR Annex 4"Timing of audits" GR7.3 | GR7.3 stipulates the timing and conditions of audits. It describes that such the details are as per the "Timing of audits"(Annex 4). GR7.3 stipulates the frequency of audit and the appendix 4 stipulates the timing of audit. The followings are of major elements in realation to GR7.3. <ul style="list-style-type: none"> • Audit shall be executed at least once a year, and all CPCC shall be checked. • Frequency of audits by product category → at least once a year regardless of the product category • GR Annex 4 stipulates the timing of audits. • Factors to determine the frequency (timing) of audits shall take into account audit history, seasonality of agricultural products, whether there has been an increase in production or not, organizational changes, and changes in production technology or types of agricultural products. | yes | Please, mention the main elements of the requirement 7.3. Mentioned |
| 5.3 | Audit Programme – audit frequency | If a Certification Programme Owner has scopes of certification that include the growing or production of seasonal products and, therefore, require some limited flexibility of audit frequency to allow effective auditing of seasonal products, these variations to audit frequency shall be clearly defined. | yes | GR7.3 | As for the audit frequency, GR 7.3 stipulates that audit shall be conducted at least once a year. It also requires that seasonality of product and so on shall be considered to decide the frequency and timing of audit. | yes | |
| 5.4 | Audit programme – re-auditing | The Certification Programme Owner shall ensure that the Certification Bodies re-evaluate the certified organisations to assess compliance with the Certification Programme normative documents in the event of: <ul style="list-style-type: none"> •Significant changes which could affect the safety of product; •Changes to the normative documents of the Certification Programme; •Changes of ownership or management of the certified organisations; or if the Certification Bodies have reason to believe there could be compliance issues in relation to certification. | yes | GR5.3.4/GR8.7.5/GR8.9(1) | GR8.7.5 stipulates the procedure for the changes regarding the description of the certificate for farm/group besides GR8.7.1 to GR8.7.4. In the event of potent impact possibility for the food safety of the agricultural produce, it states that CB shall take action to confirm that the farm/group's management meets the standard and this may include an on-site verification audit. GR8.9(1) stipulates that CB can conduct an extraordinary audit of the farm/group when CB receives a complaint or information regarding nonconformity to ASIAGAP standard on its certified farm/group. GR5.3.4 stipulates the transition of ASIAGAP standards, and it also states that the latest certification shall be implemented by setting up the transition period in the event that the normative documents have been revised. | yes | |
| 5.5 | Audit Programme – audit frequency | Irrespective of the defined minimum audit frequency, the Certification Programme Owner shall ensure that the Certification Bodies undertake additional audits if there is evidence or suspicion of non-conformity within a certified organisation. | yes | GR8.9(1) | GR8.9(1) stipulates that CB can conduct the extraordinary audit of the farm/group when CB receives a complaint or the information regarding nonconformity to ASIAGAP standards on its certified farm/group. | yes | |
| 5.6 | Audit Programme – unannounced audit | The Certification Programme Owner shall ensure that Certification Bodies perform at a minimum: <ul style="list-style-type: none"> -For scopes AI, AII, BI, BII and BIII: 10% of audits unannounced per year or one audit every 4 years for each certified organisation; -For scopes CO, CI, CII, CIII, CIV, DI, E, FI, G, H, JI, K and I: one audit unannounced every 3 years for each certified organisation. For scopes FII and JII, unannounced audits may be available as an option. | yes | GR8.10 (1) | GR8.10(1) stipulates that CB shall execute the unannounced audits at least 10% of farms/groups which are certified by those organizations in one year. We feel it necessary to reconsider the amendement of the normative. | partly | The CPO rules allow notifications to the farm/group, which is chosen for the unannounced audit, within 48 hours prior to the audit. This notification is a short notice audit instead of an unannounced audit. |
| 5.7 | Audit Programme – unannounced audit | Reports, certificates and grading systems shall clearly identify whether certification audits are unannounced. | yes | GR8.3(8)b)(4)/GR7.4(3)b)(9) /GR Annex3:Template of Certificate | GR8.3(8) stipulates the contents of the description of the audit report, and that GR8.3(8)b)(4) defines that identification of the unannounced audit for the audit information. GR7.4(3) stipulates that the contents of the certificate, and that GR7.4(3)b)(9) defines that identification of the unannounced audit for the certification scope. An example of ASIAGAP Certificate of is attached in Annex 3 of GR. | yes | |

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| 5.8 | Audit Programme – audit duration | The Certification Programme Owner shall define the expected duration of audits and the rationale for the determination of the duration of the audit; it is expected the duration of an audit to be minimum: -Half a day for scopes AI, AII, BI, BII, BIII, E, FI and FII; -One day for scopes G, I, JI and JII; -Two days for scopes C0, CI, CII, CII, CIV, DI and K; in order to effectively assess an organisation's systems and premises against the Certification Programme's normative documents and provide confidence in the certification process. | yes | GR7.1(3)/GR Annex2:Criteria for audit time calculation GR appendix 2 (1) 2 GR appendix 2 (2) 1 | GR7.1(3) stipulates the audit time, and typical audit time is one day. And a criteria of the calculation of the audit time is stipulated in the annex 2. GR appendix 2 (1) 2 stipulates that the decrease of audit time for the group certification shall be less than 50% from the typical audit time. GR appendix 2(2)1 stipulates that the typical audit time for produce handling facilities annexed to the farm (B III) shall be 0.25 person-day. The typical audit time for produce handling facilities separated from the farm (joint fruit sorting site, rice center, unrefined tea factory etc.) shall be 0.5 person-day. | yes | Please, specify the audit duration for handling sites and eventual reduction for group and multisite. Specified. |
| 5.9 | Audit Programme – audit duration | The Certification Programme Owner shall define clear criteria, which specify the justification for deviation from the minimum audit durations, including the effectiveness of the audit such as the level and depth of assessment of management systems and GAP / GMP / GDP and premises / systems (e.g. product lines, products and product categories). | yes | GR7.1(3)b GR Appendix 2, 1 (2) GR Appendix 2, 2 (2) | GR7.1(3)b stipulates that CB shall record evidences to justify the audit time and provide necessary documents concerning the justification to the Foundation, in case where there is any deviation from the typical audit time defined in GR7.1(3)a). Factors which should be considered in the calculation of audit man-hours are stipulated in GR Annex 2, 1 (2) for individual certification and GR Annex 2, 2 (2) for group certification. | yes | Please, mention further elements that can justify the deviation from the minimum audit duration. Annex 2 mentioned |
| 5.10 | Audit Programme – audit duration | The Certification Programme Owner shall implement monitoring procedures to ensure that contracted Certification Bodies comply with the defined audit duration criteria and that appropriate actions are taken if they do not meet those criteria. | yes | "Procedures for Implementing the ASIAGAP Integrity Program" | "The procedure for Implementing the ASIAGAP Integrity Program against Accreditation Bodies and Certification Bodies" 3.2(2) stipulates that motoring by the desktop evaluation shall be performed to confirm whether the audit duration is in compliance with the required time and adequate action is taken if they do not satisfy with the standard. | yes | |
| 5.11 | Audit Programme – audit duration | The Certification Programme Owner shall ensure that the audit report incorporates details of the audit duration and shall monitor such information. | yes | GR8.3(8)b) / "Procedures for Implementing the ASIAGAP Integrity Program" | GR8.3(8) b) stipulates that the followings shall be indicated on the audit report, 1) Date of audit 2)Duration of audit 3)Type of audit 4)Unannounced audit or not. "The procedures for Implementing the ASIAGAP Integrity Program" requires that the CB shall report its own activity result by monitoring the activity and the monthly report of the certification. With those information, the Foundation shall analyse its appropriateness the required audit duration. | yes | |
| 5.12 | Audit Programme – auditor selection | The Certification Programme Owner shall ensure that Certification Bodies have rules for the appointment of auditors to audits to ensure impartiality, including rotation of auditors. | yes | GR8.2 (1) | GR8.2(1) stipulates that CB shall establish regulations regarding the assignment of auditors, including the rotation of auditors, to ensure fairness. We feel it necessary to reconsider the amendment of the normative. | partly | It is not clear how the CPO ensures that rules for the appointment of auditors regarding impartiality, including rotation, are effectively defined and applied by the CBs. |
| 5.13 | Audit Reporting | The Certification Programme Owner shall have in place a clearly defined system for the generation and issue of audit reports. The Certification Programme Owner shall ensure that Certification Bodies provide the report to audited organisations within a defined timeline. | yes | GR8.3(8)/8.3(3)/ sample of audit report | GR8.3(3) stipulates the procedure regarding to the audit report. GR8.3(8) stipulates the content of audit report, and the Foundation provides the sample of the audit report. We feel it necessary to reconsider the amendment of the normative. | partly | The timeline for the provision of the audit report is not defined |
| 5.14 | Audit Reporting | The Certification Programme Owner shall ensure that Certification Bodies have processes in place to address situations when reports may be translated. | yes | GR8.3(3) GR8.3(3) | GR8.3(3) stipulates that CB shall develop the procedure for making the audit report taking into consideration that it might be transferred to other languages. Since each certification bodies have the clients who speak different languages, JGF does not specify a specific language. GR8.3(3) stipulates the certification body shall develop the procedure for making the audit report taking into consideration that it might be translated to other languages. | yes | Please, supply further information about official language, other languages in foreign countries, languages required by the client etc. |
| 5.15 | Audit Reporting | The Certification Programme Owner shall ensure that the audit report incorporates an executive summary and / or a summary of each main section of the Certification Programme's audit requirements, even in case of absence of non-conformities. | yes | GR8.3(1)a)b) | GR8.3(1) stipulates that CB shall conduct an audit based on the "ASIAGAP Control Points and Compliance Criteria for Farms" and "ASIAGAP Control Points and Compliance Criteria for Group Administration" and shall effectively fulfil following 2 requirements. GR8.3(1)a) requires that an auditor shall take a note during the audit, and all applicable requirements of the standard shall be fully covered. GR8.3(2) requires that the scope of audit report shall be cover the scope of application by the farm/group, and the report shall include satisfactory evidence that all areas of the scope have been fully audited. We feel it necessary to reconsider the format of the audit report. | partly | The audit report does not incorporate a summary of each main section of the standard requirements. |

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| 5.16 | Audit Reporting | The Certification Programme Owner shall ensure that clear and concise details of the non-conformities are provided in the audit report when identified. | yes | GR8.3(3) | GR8.3(3) stipulates that the auditor shall record the audit result, provide the audit report which includes clear and precise information on the nonconformities. | yes | |
| 5.17 | Audit Reporting | The Certification Programme Owner shall ensure that the audit report contains evidence that all the specified requirements of the Certification Programme related to the GFSI scope(s) of recognition have been evaluated during the audit and clearly express the outcome of the evaluation. | yes | GR8.3(8) SA-E8 Sample of audit report | GR8.3(8) stipulates that the audit report shall contain all necessary information on audit, including evidence to prove that all control points of the ASIAGAP standard were verified in the audit. Audit report(SA-E8 Sample of audit report) can be described in the number of NCs and NA, and each % of the total number in the column of audit result. Therefore, the Foundation can easily confirm, from this audit report, as to whether audit was entirely (100%) finished in all CPCCs. | no | It is not clear how the audit report gives evidence that all the requirements have been evaluated considering that the check-list is not part of the report. The audit report does not clearly express where the site complies . The number of NCs and % of compliance are not sufficient information by themselves. |
| 5.18 | Audit Reporting | The Certification Programme Owner shall ensure that appropriate confidentiality is in place and that the audit report is only released at the discretion of the contracted organisation. Ownership of the audit report, determination of details made available and authorisation for access shall remain with the contracted organisation. | yes | GR9.1(2) | GR9.1(2) stipulates that the Foundation , AB and CBs shall treat all reports and other documents regarding the production process and audit results of the farm/group as confidential. It also stipulates that the right of the ownership of the audit report belongs to a farm/group which also has the right of the decision for disclosure details and of the permission for access. | yes | |
| 5.19 | Audit Reporting | The Certification Programme Owner shall ensure that necessary agreements are in place with the audited organisations and the Certification Bodies so that the audit records are available on request to the Certification Programme Owner and to GFSI. | yes | GR8.1(3)d)/GR8.3(8) | GR8.1(3)d) stipulates that CB and the farm/group shall sign a legally binding agreement regarding the audit and certification and the agreement shall contain the documents to be provided to the Foundation and GFSI. GR8.1(8) also stipulates all the information contained in the agreement shall be available upon request of the Foundation or GFSI. | yes | |
| 5.20 | Management of Certification | The Certification Programme Owner shall ensure that Certification Bodies have a clearly defined system for the granting, suspension and withdrawal of certification for the scope of their Certification Programme. | yes | GR8.4(1)-(4)/GR8.7/GR9.3 | GR 8.4 stipulates for the procedure of granting the certification. GR9.3 stipulates for the suspension and withdrawal of the certification, and GR8.7 stipulates for the communication regarding the changes of the information on the certification. Based on that requirement, CB is required to confirm that CB's system is effective to the GR 8.7 in the accreditation audit. | yes | |
| 5.21 | Management of Certification | The Certification Programme Owner shall ensure that Certification Bodies have a tool in place to evaluate conformance with the Certification Programme's audit requirements. | yes | GR5.1(2)/(3) | GR5.1(1)(2) stipulates that the ASIAGAP General Regulation and ASIAGAP Control Points and Compliance Criteria for Farms as normative documents respectively which provide the criteria of objective judgement. | yes | |
| 5.22 | Management of Certification | The Certification Programme Owner shall specify the information required on the certificate. | yes | GR7.4(3)/GR Annex3:template of Certificate | GR7.4(3) stipulates the format of the certificate. ANNEX 3,Template of Certificate is including in GR as a reference. | yes | |
| 5.23 | Management of Certification | The Certification Programme Owner shall ensure that Certification Bodies verify that the audited organisation implements corrective action plans. Verification of the corrective action plan and of the implementation of the corrective actions may take various forms (further on-site assessment or the scrutiny of submitted evidence through ICT) it must be carried out by technically competent personnel of the Certification Bodies using a method appropriate to an effective verification of the corrective actions. | yes | GR8.3(6)/GR11.4 | GR8.3(6) stipulates that CB shall verify the corrective action plan and corrective action made by farm/group. The reviewer in CB shall verify its accuracy and effectiveness, and the corrective action report shall be verified by on site. This requirement instructs the guideline for the decision for the necessity of on site verification. GR11.4 defines that the technical reviewer, and ensures to review the audit result by the auditor who has enough technical capability. We feel it necessaru to reconsider the amendement of the normative. | no | According to ISO17065 the technical review shall be separated by the the evaluation task. The verification of the correction or corrective action implementation is considered an evaluation task. The requirements GR8.3 and 11.4 do not clarify that the person who carries out the verification of the correction/corrective action implementation (evaluation task) must not be involved in the technical review. |
| 5.24 | Management of Certification | Evidence of corrections or corrective actions shall be returned, completed and verified by the Certification Bodies, within a timescale defined with the Certification Programme Owner, before certification can be awarded. | yes | GR8.4(3)/GR8.3(6)/(7)/GR 7.2(3) | GR8.4(3) stipulates that CB shall make a certification decision with a timescale. GR8.3(7) stipulates that a corrective action shall be submitted within 4 weeks after the audit date and the on site visit within 8 weeks after the audit. GR8.3(6) also stipulates that the verification of the corrective action plan results shall be reviewed in the appropriate and valid way. Furthermore, a whole part of the GR8.4 and FR7.2(3) stipulate that CB shall verify the conformity of ASIAGAP and issue a certificate as result of the certification result. We feel it necessaru to reconsider the amendement of the normative. | partly | No detail has been defined about the valid way to close the NCs in case the on site audit is not carried out for the closure (e.g. submission of documental evidence of correction). |

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| 5.25 | Management of Certification | The Certification Programme Owner shall ensure that Certification Bodies perform a thorough technical review of each audit report prior to granting, suspending, withdrawing or renewing certification. For the review process to be effective it shall ensure that: •Reports are accurately assessed to demonstrate satisfactory evidence of compliance with the Certification Programme; •All applicable requirements of the Certification Programme have been fully covered, using any supporting notes made during the assessment; •The scope of the report covers the scope applied for by the audited organisation and the report provides satisfactory evidence that all areas of the scope have been fully investigated; •All areas of non-conformity have been identified and effective corrective actions have been completed and verified to resolve these non-conformities. | yes | (32),GR3 Terms and definitions/8.4(1)/13.2(3)e)/8.3(1)a)b)c) | GR8.3(1) stipulates 3 requirements necessary to ensure the effective audit. GR8.4(1) stipulates that CB shall precisely evaluate the auditing farm/group during the audit to verify the conformity with the ASIAGAP certification program. The term of " Certification decision" in GR3 means a final decision made by CB on granting, continuing, recertifying , suspending, and withdrawing the ASIAGAP certification program. It is easily understood that such the certification decision is entirely in conformity with BR 5.25 It is self-explanatory that "BR5.25" means GFSI's Benchmarking Requirements Part 2, 5.25. | yes | |
| 5.26 | Management of Certification | The Certification Programme Owner shall ensure that Certification Bodies have in place a clearly defined and publicly available appeals procedure. | yes | GR16.1 | GR16.1 stipulates CB shall follow established procedures for complaint management to deal with complaints and appeals from farms/groups, and to inform farms/groups about the responses. | yes | |
| 5.27 | Management of Certification | The Certification Programme Owner shall define minimum requirements for Certification Bodies considerations when organisations switch between GFSI-recognised Certification Programmes. This should include but not be limited to an evaluation of the organisation's audit history, last unannounced audit, etc. | yes | GR8.8(1) | GR8.8(1) stipulates that audit shall be treated as a recertification audit in the case of switching CB. It stipulates that the procedure of switching CB. We feel it necessary to reconsider the amendment of the normative. | no | The requirement consider only switch from certification body and does not consider the switch from certification programme (e.g. audit history, last unannounced audit etc.). |
| 5.28 | Management of Certification | The Certification Programme Owner shall ensure that Certification Bodies have agreements in place with certified organisations ensuring that the Certification Programme Owner is informed of any significant public food safety incidents, such as significant regulatory food safety non-conformities, product recalls, etc. | yes | GR8.1(3)a)b) | GR8.1(3)a) stipulates that CB and the farm/group shall sign a legally agreement in which the farm/group shall report to CB any critical nonconformities, product recalls or court cases regarding the food safety. GR8.1(3)b) requires that the farm/group shall agree to report the above to the Foundation through CB. | yes | |
| 5.29 | Management of Certification | The Certification Programme Owner shall ensure that Certification Bodies have procedures in place to ensure the integrity of certification is maintained after such notification. | yes | GR8.9(1) | GR8.9(1) stipulates that CB can conduct the extraordinary audit of the farm/group when CB receives a complaints and the information regarding nonconformity to ASIAGAP standards on onsite basis. | yes | |
| 5.30 | Management of Certification | The Certification Programme Owner shall ensure that Certification Bodies notify them of any withdrawal or suspension of certification of an organisation. | yes | GR8.7 | GR8.7 stipulates that CB shall immediately report the changes in the certificate to the Foundation and the Foundation immediately registers and discloses the changes in the certificate, if there is any change in the description on the certificate due to withdrawal, return, and a reduction in certification scope. | yes | |
| 5,31 | Use of ICT during the audit | With the exception of audits under the scope of recognition "FII - Broker", At least part of the annual full audit shall be carried out on site. | yes | "ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS" Ver.1 2.1, 2.2 2.1 4.2 of Guideline ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS Ver.1. | "ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS" Ver.1,2.2 stipulates that CB shall determine the scope of the onsite audit and the remote audit based on documents and records relating to the farm, the group administration audit, onsite conditions and other relevant factors. An onsite audit shall be required within the following scope: (i) Confirmation that an HACCP-based food safety management system is incorporated in all business processes (ii) Matters required for onsite confirmation as a result of remote audit. (iii) Other matters judged any necessity of onsite confirmation. The percentage of the audit time to be carried out on site is stipulated in Guideline ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS Ver.1. 2.1 Scope of Application These Guidelines apply to all ASIAGAP audits. Remote activities shall be applicable to less than 50% of the total audit time. 4.2 Audit Time A whole audit time shall be the sum total of the remote audit time and onsite audit time. If audit time was shorter than usual (than an audit done entirely onsite), the certification body shall justify its reason why the audit time was shorter. | yes | Please, mention also the percentage of the audit time that shall be carried out on site. Mentioned |

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| 5,32 | Use of ICT during the audit | The Certification Programme Owner shall define what part(s) of the audit may be carried out remotely without compromising the effectiveness of the audit. On site audit activities shall include as a minimum inspection / physical verification of Good Manufacturing Practices, and verification that the Food Safety Management System (including HACCP) addresses all applicable parts of the operation of the audited organisation. | yes | "ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS" "Ver.1 2.1, 2.2 | "ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS" Ver.1,2.2 stipulates that the certification body shall determine the scope of the onsite audit and the remote audit based on documents and records relating to the farm, group administration audit, onsite conditions and other relevant factors. An onsite audit shall be required within the following scope. (i) Confirmation that an HACCP-based food safety management system is incorporated in all business processes (ii) Matters required for onsite confirmation as a result of remote audit (iii) Other matters judge any necessity of onsite confirmation. Therefore, the audit except above conditions can be conducted as remote audit, the scope of the remote audit and on-site audit are clearly distinguished. | yes | |
| 5,33 | Use of ICT during the audit | The remote part of the audit may only be carried out with the mutual agreement of the audited organisation and the Certification Body. | yes | "ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS" Ver.1 2.1, 6.1 | "ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS" Ver.1,6.1 stipulates the procedure for applying the remote audit. It stipulates that the farm/group shall fill in the remote audit application and submit it to CB. Therefore, any audit except the above conditions can be conducted as remote audit, and the scope of the remote audit and onsite audit are clearly distinguished. | yes | |
| 5,34 | Use of ICT during the audit | The CPO shall specify the maximum period of time between the beginning and the end of all audit activities included in the audit duration to maintain the audit efficiency and integrity. That period of time shall not exceed 30 days. | yes | "ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS" Ver.1 2.1, 4.3 | ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS Ver.1, 4.3 stipulates that a remote audit must be conducted before an onsite audit and both audits must be completed within thirty (30) days. | yes | |
| 5.34.1 | Use of ICT during the audit | In specific situations where requirement 5.34 cannot be met, the Certification Programme Owner shall ensure that Certification Bodies have a clear dispensation process including at least the risk assessment of further extension on the efficiency and integrity of the audit. The period of time between the beginning and the end of all audit activities included in the audit duration shall not be extended beyond 90 days. | yes | "ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS" Ver.1 2.1, 4.3 | ASIAGAP GUIDELINES ON ICT USE IN AUDIT PROCESS Ver.1, 4.3 stipulates that the period for completion of the onsite audit may be extended to a maximum of ninety (90) days, if the onsite audit cannot be completed within thirty (30) days after the remote audit due to the risk of infection, disaster or other causes. In such case, the reason for extension and a risk assessment for the audit extension must be submitted to the Foundation and approval from the Foundation must be obtained. | yes | |

Section 6 - Multi-site Certification

Name of Certification Programme:

ASIAGAP 2.3

NB: please only complete the below table if your scope of Benchmarking include one of the below GFSI scopes of recognition:

- AI, - AII, - BI, - BII, - BIII, - G

and your programme's governance allows for multi-site certification.

| GFSI Benchmarking Requirements version 2020.1 | | | CPO self assessment | | | Benchmark leader assessment | |
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| 6.1 | General requirements | Certification Programmes shall ensure that Certification Bodies meet or exceed the requirements defined in IAF MD1 current version. | yes | GR8.2(5) | GR8.2(5) stipulates that CB must carry out the audit in compliance with the general rules provided for under the latest edition of IAF MD1, in case of group certification. | yes | |
| 6.2 | General requirements | The Certification Programme Owner shall clearly specify the conditions for certification of multi-site organisations based on sampling. | yes | GR8.2(5)b GR8.2(5) GR7.1(1)b | GR8.2(5)b stipulates the conditions of the sampling plan for the member sites. GR8.2(5) requires that group organization wishing to obtain group certification shall issue a request for sampling audits of member farms in the audit application form. GR7.1(1)b stipulates that group certification shall be conformed to the “ASIAGAP Control Points and Compliance Criteria for Group Administration” (the latest version) and the “ASIAGAP Control Points and Compliance Criteria for Farms” (the latest version) and shall be audited for certification. | yes | Please, detail further requirements concerning the conditions for certification of a multi-site organisation |
| 6.3 | General requirements | All sites included in the scope of certification of a multi-site organisation shall be operated under the same Food Safety Management System and under the control of a central function. | yes | GroupCPCC3.2 | Group CCPC 3.2 stipulates that the group administration shall implement the group/farm management manual to operate the group for its manual shall be including for the implementation the ASPAGAP CPCC group administration. | yes | |
| 6.4 | General requirements | There shall be a legal or contractual link between the sites and the central function. | yes | GroupCPCC2.1 | Group CCPC 2.1 stipulates that the group administration shall conclude a contract with the group member sites. It stipulates the necessary items for its contract. | yes | |
| 6.5 | General requirements | The central function shall request certification as a multi-site organisation based on sampling in their application to the Certification Body. The central function, not the individual sites, shall be contracted to the Certification Body. | yes | GR8.1(3) | GR8.1(3) stipulates that the group's administration shall sign a contract with CB, in case of group certification. | yes | |
| 6.6 | General requirements | The central function shall be included in the scope of the certification. | yes | GR3(13)/Group CPCC1.1 | GR3(13), the definition of the group defines an organization that consists of multiple sites that are operated under the policy specified by the group, and has a representative and group administration. Group CPCC1.1 stipulates that the group shall maintain the documented information as follows. - Name of the group -Name of the group administration -Address and contact method(s) of the group administration | yes | |
| 6.7 | General requirements | The central function shall be audited by the Certification Body at least annually and before the Certification Body undertakes the auditing of sample sites. If necessary, a small number of the sample sites may be audited prior to the audit of the central function. | yes | GR8.2(5)a)/GR7.3 | GR8.2(5) stipulates that CB must conduct an audit of the groups' administration prior to conducting audits of farms and facilities handling procedure. However, it is possible for CB that it could conduct the audit for the sampling site before the group administration audit if it is necessary. GR7.3 stipulates that all elements of farm/group concerning the scope shall be audited at least once a year by CB. We feel it necessary to reconsider the amendement of the normative. | partly | The requirement 8.2 does not report that only a small number of the sample sites may be audited prior to the central function. |

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| 6.8 | Central Function | The central function shall ensure management commitment to the system / integrity and clearly describe the roles and responsibilities of management, internal auditors and other members of the organisation. The central function shall be separate and independent from the sites. | yes | GR9.2/GR8.1(1)n) "ASIAGAP Control Points and Compliance Criteria for Farms" " ASIAGAP Control Points and Compliance Criteria for Group Administration" | GR8.1(1)n stipulates organizational chart(of the group administration for a group) shall be prepared and included when the audited organization apply for the audit. GR9.2 stipulates the responsibility, role, and duty for the certified group administration. Independence from the sites of central function in ASIAGAP is considered as a complete separation of the functions between central function and the sites. The sites are required to be in conformity to the "ASIAGAP Control Points and Compliance Criteria for Farms" , but are not required to " ASIAGAP Control Points and Compliance Criteria for Group Administration", to which central function shall be in conformity. | yes | Please, detail more requirements about the independence. Detailed |
| 6.9 | Central Function | The central function shall have authoritative control of the Food Safety Management System of all sites within the certification and shall maintain traceability and issue, maintain and retain all relevant documents relating to the sites within the programme. | yes | GroupCPCC9.1/ GroupCPCC9.2/ GroupCPCC9.3/ GroupCPCC9.4/ GroupCPCC6.1/ GroupCPCC6.2/ GroupCPCC6.3 | Group CPCC 9.1 stipulates that the records shall be demonstrated in case and kept that the group/farm management is developed and revised. Group CPCC9.2 stipulates that the group/farm management manual shall be revised at least once a year. Group CPCC 9.3 defines the management of the latest version of the group/farm management manual. It stipulates that old version and new version are clearly identified and the revision parts shall be explained to the contact personnel of the group administration and the member sites. Group CPCC 9.4 stipulates the records management, and it defines that the required record need to be stored for at least 2 years and be available for audits. Group CPCC 6.1 stipulates that a shipped produce could be traced back to the site of origin. Group CPCC 6.2 stipulates that the group shall demonstrate trough records that certified produce is handled separately, when a group handles produce that has not been produced in a certified farm/group. Group CPCC 6.3 defines that the quantity of ASIAGAP certified produce shall be confirmed reasonably by a group and detailed conditions are stipulated in that requirement. | yes | |
| 6.10 | Central Function | The central function shall have an effective customer complaint procedure. | yes | GroupCPCC7.1 | Group CPCC7.1 requires that the documented effective major incident management procedures for handling cases of complaints and abnormalities with regard to the group/farm or specific member sites or facilities. | yes | |
| 6.11 | Central Function | The central function shall manage and maintain relations with the sites for the activities related to the scope of certification. | yes | GroupCPCC2.1 | Group CPCC2.1 stipulates that contract between the group and the member sites shall be concluded and its necessary contract items are also stipulated in. | yes | |
| 6.12 | Central Function | The central function shall have in place sufficient management and technical capacity to implement and maintain the internal audit programme. | yes | GroupCPCC1.1(5)/ /GroupCPCC1.2/ GroupCPCC1.2.2 | Group CPCC1.1(5) requires that information regarding property rights or agricultural produce and management responsibilities between the group and its client. Group CPCC1.2 requires an organizational chart or its described document which can identify the responsible personnel for management of the group. Group CPCC1.2.2 stipulates the responsible personnel of the group administration and responsible personnel for internal audit, and a certified group internal auditor is the requirement for the responsible personnel for internal audits. | yes | |
| 6.13 | Central Function | The central function shall be subject to management review in accordance with Certification Programme requirements and shall be itself subject to internal audit. | yes | Group CPCC1.2.1/ GroupCPCC4.3.1 | Group CPCC1.2.1 requires that representative of the group shall review the effectiveness of the group management system at least once a year. Group CPCC3.1 stipulates that the instructions on improvements shall be given to the responsible personnel after the review. Group CPCC4.3.1 stipulates an internal audit of the group administration shall be conducted based on the group/farm management manual. | yes | |

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| 6.14 | Internal audit | An internal audit programme based on site and risk profile shall be in place and undertaken by the central function. This programme shall ensure audits of all sites, the central function and the management system at least annually. | yes | GroupCPCC4.1.1/ GroupCPCC4.1.2 | Group CPCC4.1.1 defines the internal audit program procedure, and it requires that the procedures shall be established to fulfil at least from Group CPCC 4.2 to 4.6. In consequence of confirming Group CPCC 4.2.3 exclusion of interest conflict, Group CPCC 4.6.1 lateral implementation and Group CPCC 4.6.2 verification of internal audits by a responsible personnel of internal audits, any risk is sufficiently considered when the internal audit is planned. Group 4.1.2 stipulates that the group administration , all member sites, all subcontractors shall be internal audited at least once a year. | yes | |
| 6.15 | Internal audit | The internal audit programme shall have documented procedures and be both practical and feasible in operative terms. | yes | GroupCPCC4.1.1 | Group CPCC4.1.1 stipulates the procedure of internal audit program. | yes | |
| 6.16 | Internal audit | Clear requirements for internal auditors and technical reviewers shall be defined, documented and reviewed by the Certification Body. | yes | GroupCPCC1.2.2/ GroupCPCC4.2.1 | Group CPCC1.2.2 stipulates the requirements of the responsible personnel of the group administration and the responsible personnel of internal audit. Group CPCC4.2.1 stipulates the requirements of an internal auditor and internal auditor assistant. The requirements of the personnel regarding internal audit are defined, CB review their capabilities during the audit. | yes | |
| 6.17 | Internal audit | Internal auditors shall meet similar or comparable requirements to those for external auditors, as set out within each Certification Programme Owner's rules. This shall include, at a minimum, requirements related to internal auditor education, training, work experience or other qualifications. Their qualifications shall be assessed annually by the Certification Body. Certification Programme Owners may require the organisation's internal auditors to successfully complete the Certification Programme Owners specific auditor training. | yes | GroupCPCC4.2.1/GR12.1.2 | GR12.1 stipulates the requirements for an ASIAGAP internal auditor. Whether internal auditor is in conformity with the requirement of internal audit or not is evaluated annually by confirming Group CPCC 4.2.1. during the audit by CB. | yes | |
| 6.18 | Internal audit | Internal auditors shall be regularly evaluated, calibrated and monitored. | yes | GroupCPCC4.2.2 Group CPCC4.2.2 Group CPCC4.2.4 | GR12.1 stipulates the requirements for an ASIAGAP internal auditor. Whether internal auditor is in conformity with the requirement of internal audit or not is evaluated annually by confirming Group CPCC 4.2.1. during the audit by CB. Group CPCC4.2.2 requires that responsible personnel of internal audits shall verify and approve once a year or more, as to whether internal auditors and internal auditor assistants have the competence to conduct appropriate audits. The results of these verifications(witness audit) and approvals shall be recorded. In case that a member of responsible personnel of internal audits is also an internal auditor him or herself, his or her competence shall be verified by another internal auditor.(witness audit) Group CPCC4.2.4 requires the calibration of internal audits.In case that multiple internal auditors and internal auditor assistants are to conduct the internal audits, there needs a mechanism to unify the interpretation of the standard and audit methods between them, and that such the calibration mechanism implemented shall be recorded. | yes | No requirement mentioned about internal auditors regular evaluation and monitoring by the group administration. The monitoring and calibration requirements have been mentioned. |
| 6.19 | Internal audit | Internal auditors shall be assigned by the central function to sites to ensure impartiality. | yes | GroupCPCC4.2.3 | Group CPCC 4.2.3 stipulates that internal auditors and internal auditor assistants shall not audit their own work to ensure impartiality. Group CPCC4.2.5 stipulates internal audit plan.The responsible personnel of internal audits shall ensure that a concrete plan is formulated for each individual internal audit in accordance with the internal audit program, and that the plan shall be documented. The plan shall contain the purpose of the audit, auditing criteria, applicable scope,schedule, selection of internal auditors and internal auditor assistants and key points to be checked. | yes | Please, mention also the requirement 4.2.5. Mentioned. |

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| 6.20 | Internal audit | Internal audit reports shall be reviewed by the central function and include addressing the non-conformities resulting from the internal audit. | yes | Group CPCC4.3.1/4.3.2/4.4.1/4.4.2 Group CPCC4.6.1 Group CPCC4.6.2 Group CPCC4.6.3 | Group CPCC4.3.1/4.3.2/4.4.1/4.4.2 require the records of the result of internal audit, and its corrective action. Group CPCC4.3.2 requires that the review by the group administration shall be executed. Group CPCC section 4.6 stipulates verification of the internal audit results. Group CPCC4.6.1 stipulates judgements regarding lateral implementation. Group CPCC4.6.2 stipulates verification of internal audits by a responsible personnel of internal audits. CPCC4.6.3 stipulates completion of internal audits. | yes | Please, refer also to point 4.6 Group CPCC. Mentioned |
| 6.21 | Site audit sampling | The Certification Programme Owner shall have a system in place for the Certification Bodies to define a risk-based sampling programme that includes a minimum sample size determined by the Certification Programme Owner. The sampling programme shall include provisions to increase sample size based on various risk factors (e.g., audit scope, types of activities on-site, findings of the central management system audit, findings at sampled sites, customer requirements, etc.), size of the group or multi-site organisation and the internal structure. | yes | GR8.2(5)b) GR8.2(5)b)iv GR8.2(5)b)③ Technical Letter 21JGF 118 | GR8.2(5)b) stipulates the procedure of sampling plan for group certified site. As for GR8.2(5)b)iv., in case that the member farms are judged to be at high risk (considering the results of the risk assessments), the certification body shall audit all member farms. GR8.2(5)b)③ stipulates that the certification body shall increase the sampling numbers if the nonconformity findings are found, which suspect the conformity for the group certification. The details are written in Q2 sampling of the member sites in group certification of the Technical Letter 21JGF 118 highlighted in the yellow color. Please refer to this letter to be attached separately. | yes | Please, specify the provision to increase the sample size. Specified. |
| 6.22 | Site audit sampling | The Certification Programme Owner shall ensure that Certification Bodies audit a sample of the sites every year. | yes | GR8.2(5)b)/ GR7.3 | GR8.2(5)b) stipulates that the procedure of sampling plan for group certified site. GR7.3 stipulates the cycle of audits continues as the initial audit, surveillance, recertification audit, surveillance, recertification audit and so on. All elements and sectors of farm/group according to the sectors shall be audited at least once a year. | yes | |
| 6.23 | Site audit sampling | The annual sampling size of the Certification Body audit sampling programme shall be based on IAF MD1 current version. The square root sample of the Certification Body's audit of the sites shall be calculated per risk category . The sampling programme can be adjusted based on the use of monitoring technologies. | yes | GR8.2(5)b) Technical Letter 21JGF 118 | GR8.2(5)b) stipulates that CB shall audit a sample of the group's member farms based on the followings for the audit of the member sites. -Based on the latest IAF MD1. -CB must create grouping, and select the number of samplings above the square root (decima point advance) for each group. -CB must create groupings, taking into consideration the group's size and an organizational structure, and the roles and responsibilities of the group administration. And the CB could increase the sampling number, if it is necessary. The details are written in Q2 sampling of the member sites in group certification of the Technical Letter 21JGF 118 highlighted in the yellow color. Please refer to this letter to be attached separately. | partly | The grouping criteria are not clearly defined (grouping shall be based on risk category). The risk category criteria for the site audit sampling are not clearly defined by a mandatory requirement. |
| 6.24 | Site audit sampling | The programme shall be partly selective and partly non-selective, but at least 25% of the sample shall be randomly selected from the total number of sites. Selected sites shall be identified based on the organisation's internal audit programme findings and the site risk profiles. | yes | GR8.2(5)b) | GR8.2(5)b) stipulates that CB shall carry out the sampling program for audit a sample of the group's member farms based on the 7 conditions for the audit of the member sites. GR 8.2(5)b)v. stipulates that CB shall do random sampling from all member farms at least 25% of samples. The sites selected for ambling The sites selected for sampling can be identified from the audit report. We feel it necessary to reconsider the amendement of the normative. | partly | The requirements do not define that the selected site are identified on the bases of the organization internal audit findings and the site risk profile. |

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| 6.25 | Management of non-conformities | Non-conformities found on sites shall be assessed to ascertain if these indicate an overall Food Safety System deficiency and therefore may be applicable to all or other sites. If non-conformities relate to all or other sites, corrective action shall be undertaken and verified both by the central function and by the Certification Body. | yes | GR8.3(4) | GR8.3(4) stipulates that CB must validate nonconformities discovered in the group audit, and apply corrective action laterally to other part of the group where necessary. Where nonconformities impact the entire group or some sites or facilities that handle produce, etc., the group administration must validate the content of corrective action; and CB must validate corrective action implemented, including those validated by the group. | yes | |
| 6.26 | Management of non-conformities | In the event that non-conformities are found when auditing sites, which may not jeopardise certification but may raise concerns on conformity of the organisation, the Certification Body shall increase the sample size to ensure adequate confidence in the conformity of the organisation. | yes | GR8.1(3)c)/GR8.2(5)b) iv) | GR8.1(3)c) stipulates that CB and the farm/group shall sign a legally binding agreement that the group shall agree to the addition of more farms for sampling partway through the audit, if nonconformity is found that causes doubts with regard to conformity for group certification. GR8.2(5)b) iv) stipulates that CB must audit all member sites, in case of the member sites judged to be at high risk (considering the results of the risk assessments). | yes | |
| 6.27 | Management of non-conformities | If the central function, or any site fails to meet the critical Certification Programme requirements, then the whole organisation, including the central function and all sites, will fail to gain certification. Where certification has previously been in place, this shall initiate the Certification Body's process to suspend or withdraw its certification. | yes | GR8.3(4) | GR8.3(4) stipulates CB shall make judgements on group certification based on GR7.2(3) provided, however, if the whole group organization, group office, and/ or any member site(s) fails to meet the essential certification program requirements, then the whole organization, including all sites, will fail to gain certification before closing these non-conformance request(s). Where certification has previously been in place, this shall initiate the CB's process to suspend or withdraw its certification. | yes | |

NB: please only complete the below table if your scope of Benchmarking include one of the below GFSI scopes of recognition:

- AI, - AII, - BI, - BII, - BIII

and your programme's governance allows for multi-site certification.

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| 6.28 | Site audit sampling | A risk-based approach shall be in place to determine the eligibility of commodities. Certain crops or activities deemed "high-risk" shall not be eligible for multi-site or group certification. | yes | GR8.2(5)b)/GR8.3(4) Technical Letter 21JGF 118 | GR8.2(5)b) stipulates that the CB shall initiate the CB's process to suspend or withdraw its certification sampling program based on the risk assessment. It stipulates that CB shall increase the sampling numbers depending on the size of the sites and sampling's role for the group. In case of the group judged to be high risk, CB must audit all member sites. GR8.3(4) stipulates that the whole organization, including all sites, is not allowed to gain certification until the corrective action requests is completed, if the whole group organization, group administration, and/or any member sites will find any critical nonconformities that cause the doubt against the reliability of certification at the sites of until the corrective action requests are completed. Same as BR6.23, the details are written in Q2 sampling of the member sites in group certification of the Technical Letter 21JGF 118 highlighted in the yellow color. Please refer to this letter to be attached separately. | no | No clear requirements about the eligibility of commodities (e.g. which are deemed high risk crops or activities). The criteria is not defined such as a requirement. Furthermore, the letter is not clear about the eligibility of the commodity. |
| 6.29 | Site audit sampling | The sampling programme shall be determined so that all members within the group or multi-site organisation are audited within a defined period, based on the risk of the commodity, for example 3-5 years. | yes | GR8.2(5)b)1) vi. | GR8.2(5)b)1)vi. stipulates that group shall make a decision the duration which all sites will be audited and make a circuit of the audit flow based on the risk assessment. We feel it necessary to reconsider the amendement of the normative. | no | The programme does not define rules to audit all members in a defined period, according to the risk of the commodity. |
| 6.30 | Site audit sampling | A proportion of the sites selected to be audited by the Certification Body shall be unannounced. The unannounced audit sample size shall be determined by the risk of the commodity, but be at a minimum of 20% of the sample size. | yes | GR8.2(5)b)1)vii. | GR8.2(5)b)1)vii. stipulates that at least 20% of the sampling numbers shall be unannounced audit based on the risk assessment. We would like you to discuss this matter during ROV. | partly | It is not clear how the unannounced audit sample size is determined by the risk of the commodity. |

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| 6.31 | Certificates | The Certification Programme Owner shall determine the methodology for issuing certificates to the central function and the sites. A certificate shall be issued to the central function of the group or multi-site organisation. Separate certificates may only be issued to sites that were audited as part of the sample programme. Those certificates shall be clearly distinguishable from certificates that are issued to individually certified companies and shall state explicitly that the recipient is part of a certified group or multi-site organisation, and any limitations to the scope of certification shall be transparent to customers. | yes | GR7.4 | GR7.4 stipulates that a certificate is issued to the group, and not to the member sites in the case of group certification. | yes | |
| 6.32 | Certificates | If the multi-site organisation is allowed to sell their product outside of the group or multi-site organisation, in all cases the member sites shall be transparent about the source and scope of certification, by providing customers with a copy of the certificate as issued above. | yes | GroupCPCC6.1 | This is because N/A. ASIAGAP group certification recognizes only the certified agricultural product being shipped through the group administration. Group CPCC6.1 stipulates that any other products than that shipped through the group administration shall not be shipped as the certified product. | yes | |

NB: please only complete the below table if your scope of Benchmarking include one of the below GFSI scopes of recognition:

- G

and your programme's governance allows for multi-site certification.

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| 6.33 | General requirements | Multi-site certification shall only apply to organisations with more than 20 sites operating similar processes. | | | | | |
| 6.34 | General requirements | A Certification Programme shall certify each Tier 1 facility site of a company's distribution and / or warehouse operations with each T1 site having its own single certificate. However, a multi-site approach may be used to include all T2 or below (e.g. T3) satellite sites linked to the T1 organisations' certification. | | | | | |
| 6.35 | General requirements | All sites within a multi-site sampling programme shall be operating under the same storage conditions (e.g. ambient stable, refrigerated, frozen or combinations of these) and have the same risk profile (e.g. size of site, shift patterns, management structure and employee numbers). Therefore, it is recognised that an organisation could have several multi-site sampling programmes based on different process and risk profile, but these programmes shall be clearly defined and documented. | | | | | |
| 6.36 | Site audit sampling | The sample size shall meet the requirements defined in the table 2. | | | | | |