Table 1 – Removed or modified clauses to the factory audit criteria with clarification (any underlined text in the 'New clause Version 2.0' column is to draw attention to where the text or numbering has been changed)

Change	Old clause(s) Version 1.6	New clause Version 2.0	Clarification
Section 1: Responsible Sourcing Practises			
Modified Clause	**1.4.1** Fishery material must be traceable to a fishery(ies) assessed as compliant to the requirements of relevant clauses of the IFFO Standard to be eligible for identification of the IFFO compliant.	**1.4.1** Whole Fish Fishery material shall be traceable to a fishery/fisheries approved as compliant to the IFFO RS Standard or certified to the MSC standard, to be eligible for identification of IFFO RS.	The wording has been modified to enhance clarity regarding the type of raw material to be used (enhances the difference between whole fish raw material and by-product raw material) and to include the recognition of MSC certified material. This clause is applied to whole fish raw material only.
Modified Clause	**1.4.2** All fishery landings discharged to the Applicant must be recorded and where applicable, must be reported to the official control body according to the legal requirements.	**1.4.2** All whole fish fishery landings received by the Applicant shall be recorded and verified.	Simplification of clause to extend scope, consistency and detail of records kept. Verification of landings can be done via 1st, 2nd or 3rd parties and these must follow all national legal requirements.
Modified Clause	**1.4.3** Fishery material must not be from illegal, unreported and unregulated (IUU) fishing activity nor sourced from vessels officially listed as engaging in IUU fishing activity.	**1.4.3** All raw material shall only be sourced from legal, reported and regulated fishing activity. (Please also see addition of clause **1.4.3.1**, table 2)	Modified wording to extend scope and second element split into new clause (**1.4.3.1**) to improve detail of records kept for traceability.
Removed Clause	**1.4.5** A sample of the consignment must be assessed to check its conformity with fishery management rules and statutory requirements.	Not applicable	Clause removed due to relevance. The old clause will be included in the audit interpretation notes as guidance for auditors.
Section 2: Responsible Traceability Practises			
Modified Clause	**2.1.1** Applicants must have a system in place to ensure that the production of compliant fishmeal and fish oil can be traced back to compliant fishery material.	**2.1.1** Applicants shall have a system in place to ensure that the production of compliant marine ingredients can be traced back to an approved fishery material. Where an applicant is processing fishery material which originates from a fishery in the IFFO RS Improver Programme, the system shall also be able to trace this material as separate from IFFO RS approved material.	Modified wording is inclusive of the different sources of raw materials ensuring the identity and traceability within IFFO RS approved raw materials (IFFO RS approved and/or MSC certified) and IFFO RS Improvers Programme raw material.
Modified Clause	**2.1.3** Fishmeal and fish oil that meets the requirements of this standard ("IFFO Assured") must be kept separate and identifiable in order to be eligible for identification as compliant with the IFFO Global Standard for Responsible Supply.	**2.1.3** Applicants which produce marine ingredients that meets the requirements of this IFFO RS Standard shall have a system in place to keep it separate from marine ingredients that is produced from non-approved raw material. Applicants which	Modified wording to increases efficiency of identification, ensuring identity and segregation of produce within the different IFFO RS approved raw materials (IFFO RS approved and/or MSC certified) and IFFO RS Improvers Programme raw material.

		produce marine ingredients using raw materials which originate from a fishery in the IFFO RS Improver Programme shall have a system in place to keep this separate from both fully approved and non-approved materials.	
Modified Clause	**2.1.4** Applicants must implement a system adequate to ensure positive batch identification.	**2.1.4** All compliant IFFO RS marine ingredients shall be identifiable with a defined positive batch identification system in order to be eligible for identification as compliant with the IFFO RS Standard.	Modified wording to increase clarity of interpretation and the integrity of the Standard.
Modified Clause	**2.1.6** Applicants must test the efficacy of their batch control and traceability systems through a thorough documented internal audit conducted no less that once per annum for both fishmeal and fish oil.	**2.1.6** Applicants shall test the effectiveness of their batch control and traceability systems through a detailed documented internal audit conducted no less than once every 12 months for all marine ingredients.	Modified wording to ensure adequate testing and clarity of interpretation regarding the periods of time these need to be carried out in order to ensure regular revision consistently between all factories.
Modified Clause	**2.1.8** Applicants must inform the Certification Body in the event of a recall of certified material.	**2.1.8** Applicants shall inform the Certification Body in the event of a recall within 48 hours of any dispatched compliant IFFO RS marine ingredients.	Modified wording to enhance traceability. Ensuring non-compliant products are reported in real time to the acting Certification Body.
Section 3: Responsible Manufacturing Practises			
Removed Clause	**3.1.1** Applicants must demonstrate Responsible Manufacturing Practise by achieving certification to the International Feed Safety Alliance (IFSA) Feed Ingredient Standard (IFIS) Standard.	Not Applicable	Clause removed due to relevance as certification to a third party GMP standard is not the only requirement for compliance to certification anymore. The new IFFO RS V2.0 has included its own Good Manufacturing Clauses relevant to the operations of production of marine ingredients. For the current IFIS or GMP+ certificate holders, these standards will still be recognised by IFFO RS.
Modified Clause	**3.1.2** Certification must be administered by an ISO Guide 65 accredited Certification Body and the IFSA programme included in the scope by a member of the IAF Multilateral Agreement (MLA).	**3.1.1** Certification shall be administered by either an ISO 17065 accredited Certification Body included in their accreditation scope by a member of the IAF Multilateral Agreement (MLA) or by a standard certification process that has been approved by the IFFO RS Governance Board as being an equivalent.	Changed numbering of clause to compensate for deletion of clause **3.1.1** from the Version 1.6 Standard. Wording included to increase accessibility by recognition of equivalent GMP standards. This recognition will be granted once an equivalence study has been produced and that the IFFO RS Board of Directors grant approval.
Modified Clause	**3.1.3** Current and valid certificates must be available for each site registered on the IFFO Application Form.	**3.1.2** Current and valid certificates shall be available for each site registered on the IFFO RS Application form that wishes to be certified to the IFFO RS Standard.	Changed numbering and modified wording to enhance clarity of interpretation.

Modified Clause	**3.1.4** The outcome of external inspection and surveillance audits to the IFIS Standard must be made available including; reports of the performance, outcome, non-conformances and corrective actions associated with assessments conducted by the appointed Certification Body.	**3.1.3** The outcome of external inspection and surveillance audits to the GMP+ or equivalent Standard shall be made available including; reports of the performance, outcome, non-conformances and corrective actions associated with assessments conducted by the appointed Certification Body.	Changed numbering and modified wording to increase accessibility to the standard by recognition of equivalent GMP standards. The equivalency of a GMP based certification programme will have to be obtained by benchmarking its clauses and its assurance procedures against the IFFO RS standard and must be approved by the IFFO RS Governance Board in order to allow recognition.
Section 4: Fish By-products			
Modified Clause	**4.1.5** The fish by-product must not come from a species listed under the following categories on the IUCN Red list (www.IUCN.ORG) – Extinct – Critically endangered – Endangered.	**4.1.2** The fish by-product shall not be of a species which is categorised by the IUCN Red List as Endangered or Critically Endangered (or higher), or of a species which appears in the CITES appendices.	Changed numbering and improve wording for clarity of interpretation. In addition, a new supporting website Convention on International Trade in Endangered Species (CITES) has been added to increase scope.
Modified Clause	**4.1.2** The fish by-product must meet and be handled according to the requirements of the IFIS or equivalent certification programme, which include: no contamination with Land Animal Protein (LAP), chemical, biological or physical agents.	**4.1.5** The fish by-product shall meet and be handled according to the requirements of the GMP+ or equivalent certification programme that is recognised by the IFFO RS GB and in compliance with clause 3.2.2.6, which include: no contamination with Land Animal Protein (LAP), chemical, biological or physical agents.	Changed numbering and wording to increase accessibility to the standard by recognition of equivalent GMP standards. The equivalency of a GMP based certification programme will have to be obtained by benchmarking its clauses and its assurance procedures against the IFFO RS standard and must be approved by the IFFO RS Governance Board in order to allow recognition.
Modified Clause	**4.1.4** The Applicant must be able to trace the origin of material back to the supplying fish processor or handler and by species or mix of species included in the receiving batches.	**4.1.6** The Applicant shall be able to trace the origin of material back to the supplying fish processor or handler and by species or mix of species included in the receiving batches.	Changed numbering of clauses.
Section 5: Social Accountability			
Modified Clause	**5.1** The applicant must have a documented policy that commits them to ensuring that their fishmeal and fish oil products are manufactured in compliance to all relevant employment, welfare and safety legislation.	**5.1** The applicant shall have a documented policy that demonstrates compliance with their national legislation to ensure that their marine ingredient products are manufactured in compliance to all relevant employment, welfare and safety requirements as stated in this section. If no legislation is documented by their national government the applicant will need to have its own polices to comply with all the requirements of this section.	Wording changed to allow recognition of existing social legislation and to increase scope. Where there is no existing social legislation, then the plant must have its own social code of practice in place that cover all the clauses within the full section 5 as a minimum requirement in place. If the plant has an SA 8000 or Naturland or an equivalent standard that incorporates a level of social auditing certificate then these will cover most of the requirements of this section.
Modified Clause	**5.2** The applicant must conduct a document annual self-assessment against all relevant social	**5.4** The applicant shall conduct a documented annual self-assessment against all relevant social	Changed numbering of clauses to account for addition of new clauses in this section (see table 2).

	laws. All non-compliance must be documented, with action plans to address and monitor the non-compliance.	laws. All non-compliance shall be documented, with action plans to address and monitor the non-compliance.	
Section 6: Environmental Accountability			
Modified Clause	**6.1** The applicant to the IFFO RS standard must have a documented policy that commits them to ensuring that their fishmeal and fish oil products are manufactured in compliance to all relevant environmental regulations.	**6.1** The applicant shall have a documented policy that demonstrates compliance with their national legislation to ensure that their marine ingredients products are manufactured in compliance to all relevant environmental requirements as stated in this section. If no legislation is documented by their national government the applicant will need to have its own polices to comply with all the requirements of this section	Wording changed to allow recognition of existing environmental legislation and to increase scope. Where there is no existing environmental legislation, then the plant must have its own environmental code of practice in place that cover all the clauses within the full section 6 as a minimum requirement in place. If the plant has an ISO 14000 certificate then this will be recognised as compliant with the full requirements of this section.
Modified Clause	**6.2** The applicant must provide evidence that they comply with all the relevant regulations for effluent and emission discharges.	**6.2** The applicant shall provide copy of permits (when applicable) for environmental emissions regulations as the legislation relates to: • Emissions to air • Discharge to water • Release of toxic or hazardous substances • Noise, smell and dust pollution • Ground pollution	Modified wording to increase clarity and detail of records kept.
Modified Clause	**6.3** Areas of improvement that have been identified must be accompanied by an action plan that is approved by the national regulatory authorities.	**6.3** The applicant shall provide documentation in order to demonstrate compliance with the requirement specified in permits from 6.1. In the case of non-compliance, all non-compliance shall be documented, with action plans to address and monitor the non-compliance.	Modified wording to increase clarity, detail of records and efficiency in taking action against non-compliances and monitor improvements.
Section 7: Legislative Compliance			
Removed Clause	**7.1** The applicant must maintain compliance with all relevant social and environmental legislation for the past 12 months.	Not applicable	Clause removed due to redundancy. Section 5 covers this clause.

Table 2 - Addition of new clauses to the factory audit criteria and clarification

New Clause	Requirement	Clarification
Section 1: Responsible Sourcing Practises		
1.4.3.1	Applicants shall provide evidence that their raw material is sourced from vessels that are not officially listed as engaging in illegal, unreported and unregulated (IUU) fishing activity.	The facility must have a policy in place that states that raw materials are only sourced from legal, reported and regulated fishing activity and have robust and manged documentation for all raw materials demonstrating that they are legal and not IUU.
Section 2: Responsible Traceability Practises		
2.1.5.1	The applicant shall conduct a mass balance yield exercise every year to test and record the amount of marine ingredients derived from each raw material category.	This clause is linked into internal audits. The facility will need to conduct a mass balance exercise for each raw material type used to ensure that it can be reconciled with the amount of this raw material used and the amount of marine ingredients (such as fishmeal and fish oil) that it produced. At all stages, it will be possible for the applicant to claim that a percentage of the material can be traced back to any certified factories. The material may be mixed with non-compliant material but the supplier can only sell the volume that is certified. The auditor will request records of this exercise.
2.1.9	Applicants shall perform 1 recall exercise every 12 months and whenever necessary.	The facility will need to conduct a re-call exercise every 12 months in order to monitor the efficiency of its re-call system and to assure that non-compliant marine ingredients are being mislabelled as IFFO RS compliant.
Section 3: Responsible Manufacturing Practises		
3.1.4	If applicable, applicants that produce fish oil that is destined for direct human consumption shall have incorporated a specific HACCP plan to cover and control all the risks associated with this type of Fish Oil production.	The facilities that produce fish oil for direct human consumption must have a HACCP study that it is specific to the full process and that Fish Oil production is included.
3.2	Factories without certification to GMP+ or equivalent	The facilities without certification to GMP+ or an approved equivalent by IFFO RS will need to comply with all of the clauses set out in section 3.2
3.2.1	Structure and Facilities	Facilities and equipment must be constructed and design to allow appropriate cleaning without posing any contamination to the product or health and safety risk to operating staff. In addition, facilities should have in place a process flow to ensure no cross contamination of material to finish product or personnel to product. Lighting and clothing must be appropriate to allow safe operating practices.
3.2.2	Intake of Raw Fishery Material	Reception areas shall be appropriately cleaned with enough capacity to ensure suitable storage prior processing. In addition, must be protected from pests with documented

		evidence of cleaning. All transport used for any raw material must be cleaned after any load and must have the information of the 3 previous loads.
3.2.3	Maintenance and Contractors	The facility must have a proactive and comprehensive maintenance programme in place with all chemicals (ie lubricants and oils) stored in the correct designated areas away from production. In addition, there should be procedures in place to effectively manage visitors and subcontractors to ensure product integrity.
3.2.4	Process Control Arrangements	The facility must ensure that all equipment are made of appropriate material to reduce the risk of product contamination, and ensure systems are in place to review areas with direct contact with materials throughout the process. Water used in the process must be classified as potable and fit for human consumption and additives shall be calibrated and controlled to ensure the correct level of dosing. Such rates shall be authorised, shall not pose a risk to marine ingredient safety, calibrated and recorded. Glass fixtures shall be protected to minimise the risk of contamination in the event of a breakage. Fish meal must be dried in a consistent manner following a 3-drying stage process to reduce the moisture content without compromising fishmeal safety; this process must be documented. To reduce the risk of air flow contamination, the facility should conduct a series of environmental tests to clarify the risks, conduct a full risk assessment and have systems in place to control these. The facility must have a full quarantine and rework process and procedures in place to deal with breeching critical process parameters. These must be documented to ensure adherence and prove integrity of fish meal and oil. The production process shall have systems put in place to reduce the risk of physical contaminates throughout the process (i.e. magnets for metal or filtering system to remove bones).
3.2.5	Hygiene, Cleaning and Disinfection	The facility shall have appropriate processes in place to ensure all areas of the facility are cleaned affectively and ensured that these does not pose a safety risk to the product. In addition, staff shall have the appropriate training to ensure proper use and do not put staff safety at risk. The cleaning processes in place shall be fully recorded and checked to ensure correct and accurate completion.
3.2.6	Pest Control	The facility shall have an effective and ongoing documented policy for the regular treatment and inspection for the prevention of pest activity as well as have contracted

		licensed pest control services or a fully trained member of in-house staff who holds a professional qualification on how to control pest activity.
3.2.7	Waste Management	The facility shall have adequate internal drainage to maintain a clean working environment and reduce the risk of staff health and safety. The facility shall also have a separate closed sewerage system that must not be directly connected to drainage system used within the processing areas. This shall be checked to ensure separation is maintained. All waste materials shall be stored in dedicated, well maintained and sealed containers which shall be stored in separate areas to the raw materials and production. Waste shall only be removed by a company that is licenced by the regulatory authority that has jurisdiction over the facility
3.2.8	Packaging and Labelling	The facility shall use packaging material to protect against contamination of the marine ingredient enclosed during normal storage, handling and delivery conditions. For marine ingredients sold in bulk and/or bags all delivery documents and labels shall include the following information required under Labelling Regulations in the country of production and/or receipt; • The name of the production site • The company name • The nett weight • The product name • The product characteristics (min Protein content, max fat, ash, moisture)
3.2.9	Storage Facilities	Storage facilities shall be constructed to prevent product contamination from pests and adequately ventilated to prevent dirt and dust contamination and all vehicles used to load and unload bulk stores shall only be used for this purpose and that they are part of the cleaning regime. Environmental analysis for salmonella sp. Shall be carried out in accordance with HACCP based risk assessment and the necessary records associated must be kept for at least 3 years.
3.2.10	Loading and Transport	Facilities and equipment must be constructed and design to allow appropriate cleaning without posing any contamination to the product or health and safety risk to operating staff. Records must be maintained. In addition, the facility must conduct risk assessments, ideally including biological tests, to ensure the safety of transport and loading processes and conditions. Evidence of mitigation activities and a physical review of the loading operations by the auditor is required as well as documented assurance of the 3 previous loads.

3.2.11	Hazard Analysis Critical Control Point (HACCP) Systems	The HACCP scheme, a risk management tool primarily used to manage food safety risks, must meet the requirements of the Codex Alimentarius Commission (CAC). The applicant shall establish an appropriate HACCP system and conduct a review of the facility processes to ensure that this reflects the current operation. Formal procedures that control potential hazards on a site-wide basis, must comply with the most recent HACCP plan. The Risk Assessment shall identify hazards which are detrimental to the safe production of marine ingredients, and be a true reflection of what is happening within the facility taking into consideration amendments. Additional controls will be required for Human consumption Fish oil.
3.2.12	HACCP Principles	All facilities must: • Conduct a hazard analysis assessment on the Operation prior to any new production line being added. • Determine the Critical Control Points (CCP's) in the system, establish Critical Limits and a system to monitor control these. • Establish the corrective actions to be taken and procedures of validation to confirm that the HACCP System is working effectively. • Have a comprehensive documentation of all these processes which should be maintained for at least 3 years. • Reference national legislation when formulating the HACCP Plan. • Have commitment from senior management to prove that the culture within the facility is adopting the requirements of the HACCP study. • Have a HACCP team leader and key personnel with demonstrable competencies in the practicality of HACCP. • Cover existing and new products within the HACCP System by conducting a physical check. • Demonstrate, through documentation, effective control of all operations. • Carry out regular reviews to demonstrate the requirements of the HACCP plan are being met.
3.2.13	HACCP Internal Audit	As part of the internal audit regime within the facility, all facilities shall audit all HACCP and prerequisite systems, procedures and specifications critical to product safety, legality and quality.
3.2.14	HACCP Documentation and Records	Facilities muse have a procedure in place to ensure that only the most up-to-date procedure documents for the implementation and operation of HACCP are used within the facility and the records of which shall be maintained for a minimum of 3 years. This documentation shall include; • Data used in the hazard analysis.

		• Specification of product and materials used. • Monitoring procedures for CCP's. • CCP monitoring records physically or electronically signed and dated by responsible person. • Results of Internal (and external) Audit reports, non-conformances and corrective actions and minutes produced at meetings • HACCP reviews showing the HACCP Team findings and any actions implemented. • A document control procedure for all HACCP documentation
3.2.15	Marine Ingredients Specifications	Each marine ingredient product shall have a written specification made available to purchasers and potential purchasers of the marine ingredient materials offered by the participant which shall also confirm whether the fishmeal or fish oil is a compliant IFFO RS material. Records for the written specifications shall be maintained for a minimum of 3 years
3.2.16	Inspection, Sampling and Analysis	Regime inspections such as assessments of physical form, odour, pests, etc, shall be implemented. This is to ensure the safety of all raw materials on arrivals and dispatch. Samples for finish materials must be labelled, sampling testing must be HACCP based and all non-conforming product shall be identified and disposed of in a legal manner. Laboratory testing shall be ISO 17025 accredited.
3.2.17	Calibration of Measuring Equipment	All inspection, measuring and test equipment used to confirm that raw material, in process and finished marine ingredients meet specified safety requirements shall be calibrated at intervals not exceeding 12 months. Records of calibration shall be maintained for a minimum of 3 years.
3.2.18	Assessment of Suppliers	Facilities shall ensure that additive and technical processing aid supplies are included in the risk based assessment according to HACCP principles and records shall be maintained for a minimum of 3 years.
Section 5: Social Accountability		
5.2	The applicant shall have a written policy on fair operating practice, which is made available to managers and key personnel of the company. At a minimum, this shall cover bribery, corruption and inappropriate political lobbying or contributions.	Facilities shall ideally display their written policy on fair operating practice in a prominent location to ensure staff are aware of this company policy – e.g. canteen, reception.
5.3	The applicant shall ensure that all staff have the correct visa/work permit to comply with their current national employment regulations.	Facilities should have accurate and up-to-date records for all staff who should have the correct visa/work permit to comply with their current national employment regulations Records shall contain at least; full names, nationality, job description, date of birth, the regular working time, wage and the period of employment.
5.5	The applicant shall have a procedure stating how to record health and safety related accidents and incidents with the associated corrective actions available to	Facilities shall as minimum requirement have an accident recording book as well as a procedure in place stating how to record health and safety related accidents and

	employees. As a minimum, this shall cover the process to record the incident in a database and to take corrective action.	incidents with the associated corrective actions available to employees. This shall cover as a minimum the process to record the incident in a database and to take corrective action.
5.6	The applicant has documentation available which demonstrates that a clearly identified, named employees' representative and / or an employees' council representing the interests of the employees to the management is elected, or appointed or nominated by all employees and recognised by the management. This person shall be able to communicate complaints to the management.	Applicant must demonstrate that employees have appropriate representation recognised by the management. Records, including method of election, must be kept for a minimum of 3 years.
5.7	An applicant shall have a complaint procedure in existence, the employees have been informed about its existence that complaints or suggestions can be made.	Facilities shall keep records for a minimum time period of 3 years of the complaints procedure in place and that employees are aware complaints and suggestions can be made.
5.7.1	The complaint procedure shall specify a time frame to resolve complaints.	Facilities shall keep records for a minimum time period of 3 years of the complaints procedure outlining a time specified time frame to resolve complaints.
5.7.2	Complaints and their solutions from the last 3 years are documented and accessible.	Facilities shall keep records for a minimum time period of 3 years of the complaints and resolutions spanning over the last 3 years that have been documented and made readily accessible.
5.8	The applicant can document that the management and the employees' representative have signed and displayed a self-declaration assuring good social practice and human rights of all employees.	Facilities can document the relevant participants have signed and displayed in the form of posters, meetings records/minutes etc a self-declaration to assure staff of good social practice and human rights of all employees.
5.8.1	The employees have been informed about the self-declaration and it is reviewed every 12 months years and whenever necessary.	Facilities shall inform staff, in the form of posters, meetings records/minutes for example, of the self-declaration and required reviews to assure staff of good social practice and human rights of all employees
5.9	The applicant can demonstrate that the responsible person for workers' health and safety and the employees' representative(s) have knowledge and/or access to national regulations concerning: gross and minimum wages, working hours, union membership, anti-discrimination, child labor, labor contracts, holiday and maternity leave, medical care and pension/gratuity.	Applicants must demonstrate appropriate knowledge and training regarding workers' health and safety and have access to national regulations regarding working conditions.
5.10	The applicant shall have a contract for each employee containing the following:	Applicants shall have a contract for each employee that shall be kept on record for a minimum time period of 3 years
5.10.1	Both the employees as well as the employer have signed them.	Signed contracts will be available for all employees
5.10.2	Records contain at least full names, nationality, a job description, date of birth, the regular working time, wage and the period of employment.	Records with all appropriate details including a minimum of full names, nationality, a job description, date of birth, the regular working time, wage and the period of employment. are available
5.10.3	Records of all employees (also subcontractors) shall be accessible for at least 3 years.	All records of all employees and subcontractors must be kept for a minimum time period of 3 years

5.11	The applicant can show adequate documentation of the salary transfer (e.g. employee's signature on pay slip, bank transfer).	All records must be kept for a minimum time period of 3 years showing adequate documentation of the salary transfer (e.g. employee's signature on pay slip, bank transfer)
5.11.1	Employees sign or receive copies of pay slips / pay register that make the payment transparent and comprehensible for them.	Records with all appropriate details are available where employees sign or receive copies of pay slips / pay register that make the payment transparent and comprehensible for them.
5.11.2	Regular payment of all employees during the last 3 years is documented.	Documented records with all appropriate details showing regular payment of all employees during the las 3 years are available
5.12	The applicant can document that wages and overtime payment are documented on the pay slips / pay registers indicate compliance with legal regulations (minimum wages) and/or collective bargaining agreements (if applicable).	Documented records that wages and overtime payment are outlined on the pay slips / pay registers to indicate compliance with legal regulations (minimum wages) and/or collective bargaining agreements (if applicable) are available and kept for a minimum time period of 3 years
5.12.1	If payment is calculated per unit, employees shall be able to gain at least the legal minimum wage (on average) within regular working hours.	Records shall be available if payment is calculated per unit, employees shall be able to gain at least the legal minimum wage (on average) within regular working hours.
5.13	The applicant can show records indicating compliance with national legislation regarding minimum age of employment.	Records indicating compliance with national legislation regarding minimum age of employment shall be available kept for a minimum time period of 3 years
5.13.1	If not covered by national legislation, children below the age of 15 are not employed.	If not covered by national legislation Records with all appropriate details are available showing children below the age of 15 are not employed and that there shall be no evidence of child labour.
5.13.2	If personnel between the ages of 15 to 18 are hired part time, they are not engaged in work that is dangerous to their health and safety that jeopardises their development or prevents them from finishing their compulsory school education.	If personnel between the ages of 15 to 18 are hired part time, records shall be available to show they are not engaged in work that is dangerous to their health and safety that jeopardises their development or prevents them from finishing their compulsory school education.
5.14	The applicant shall demonstrate that they have communicated with their raw material suppliers the national social regulation requirements.	Facilities shall have records available to demonstrate that they have communicated with their raw material suppliers the national social regulation requirements.
Section 6: Environmental Accountability		
6.4	The applicant shall have a written assessment that identifies relevant environmental issues and the provisions made to address the associated risks have been conducted.	Records of a written assessment that identifies relevant environmental issues and the provisions made to address the associated risks have been conducted shall be available Evidence required will be the latest environmental risk assessments.
6.4.1	Management is able to demonstrate awareness of the identified issues and the provisions made to address the associated risks.	Records showing management awareness of the identified issues and the provisions made to address the associated risks will be are available.
Section 7: Legislative Compliance		
7.1	The applicant shall have a written evaluation of the potential impacts of direct operations on the local community.	Facilities shall have a written evaluation of the potential impacts of direct operations on the local community and will need evidence of local community engagement- records of any meetings held.

7.1.1	There shall be documentation showing the measures taken to avoid, mitigate and/or compensate for negative impacts on the local community.	Records of documentation showing the measures taken to avoid, mitigate and/or compensate for negative impacts on the local community will be available.
7.2	There shall be documentation showing the involvement in regular engagement with local community representatives and organisations.	Records of documentation showing the involvement in regular engagement with local community representatives and organisations will be available.
7.3	There shall be records of community complaints and the associated corrective action taken to address their concerns.	Records of community complaints and the associated corrective action taken to address their concerns will be available and kept for a minimum time period of 3 years