

FSSC CERTIFICATION AGREEMENT ADDENDUM

Document #: F101-6 FSSC

Release Date: 21-JAN-2022

Page 1 of 4

This Certification Agreement Addendum sets out the FSSC 22000 Scheme Specific requirements and is additional to the requirements specified in F101-6 Certification Agreement.

Additional FSSC Requirements

FSSC Annual Fee	Intertek shall charge clients certified against the Scheme an annual fee which is payable to the Foundation. The fee is determined by the Foundation and is reviewed annually. Intertek will pass on any increase in fees to its clients.
FSSC Logo Usage	<p>The use of the FSSC 22000 logo represents achievement of certification. To maintain its integrity, use of the logo and protection of its copyright is controlled by the Foundation.</p> <p>Mentioning possession of a FSSC 22000 certificate or making any reference to certification, such as, “Produced in a FSSC 22000 certified company” on a product label or product packaging, etc. is not permitted.</p> <p>Intertek will audit the use of the FSSC 22000 logo by certified Clients during every initial, surveillance and recertification audit to ensure compliance with the rule for use of logo described in section 2.5.5 of Part II Food Safety System Certification 22000 v 5.1. Any non-conformity associated with the use of the logo will require the organization to take remedial action to restore conformity.</p>
Significant Changes	<p>Once certification has been granted, any significant changes that affect the fulfilment of the requirements for certification must be communicated to Intertek within (3) working days. These include changes relating to:</p> <ul style="list-style-type: none"> • legal, commercial, organizational status or ownership, • organization and management (e.g. key managerial, decision-making or technical staff), • organization name, contact address and site details, • scope of operations and product categories covered by the certified management system, • management system and / or processes, • any other change that renders the information on the certificate inaccurate <p>Clients shall seek advice from where there is doubt over the significance of a change.</p> <p>Intertek will assess the changes and determine whether a visit is required to confirm the validity of the certification in place. Should a visit be required a</p>





CERTIFICATION AGREEMENT

Document #: F101-6 FSSC

Release Date: 21-JAN-2022

Page 2 of 4

	<p>further fee will be payable. Any changes to certification scope or certification status will be reflected in the FSSC Register of Certificated Organizations.</p>				
Serious Events	<p>Clients shall immediately inform Intertek about serious events that impact food safety and / or the integrity of the certification and the organization's entry in the FSSC 22000 Register of Certified organizations. These would include but are not limited to:</p> <ul style="list-style-type: none">• legal proceedings, prosecutions and the outcomes of these related to food safety or legality,• public food safety events (such as e.g. public recalls, calamities, etc.)• extraordinary events which pose major threats to food safety or certification integrity such as war, strike, riot, political instability, geopolitical tension, terrorism, crime, pandemic, flood, earthquake, malicious computer hacking, other natural or man-made disasters. <p>Intertek will assess the situation and will take appropriate action including verification, suspension or withdrawal of the certification in place. Should a visit be required a further fee will be payable. Any changes to the certification status of the Client will be reflected in the FSSC Register of Certificated Organizations.</p>				
Public Recall:	<p>Definition: Removal by a supplier of product from the supply chain that has been deemed to be unsafe and has been sold to the end consumer or is with retailers or caterers and is available for sale.</p> <p>An organization is always responsible for failures of its management system that could lead to public product recalls. Immediate action is required if there is evidence that the Clients management system has failed to detect and control compromised product:</p> <ul style="list-style-type: none">• this product shall be recalled from the market by the Client and• the Client shall inform the Intertek immediately. <p>Intertek will assess the situation and will take appropriate action including verification, suspension or withdrawal of the certification in place. Should a visit be required a further fee will be payable. Any changes to the certification status of the Client will be reflected in the FSSC Register of Certificated Organizations.</p>				
Non-conformity Grading	<p>There are three levels of non-conformity:</p> <table><tr><th>Level</th><th>Definition</th></tr><tr><td>Critical</td><td>A critical non-conformity is issued when a direct food safety impact without appropriate action by the organization is observed during</td></tr></table>	Level	Definition	Critical	A critical non-conformity is issued when a direct food safety impact without appropriate action by the organization is observed during
Level	Definition				
Critical	A critical non-conformity is issued when a direct food safety impact without appropriate action by the organization is observed during				



CERTIFICATION AGREEMENT

Document #: F101-6 FSSC

Release Date: 21-JAN-2022

Page 3 of 4

	the audit or when legality and / or certification integrity are at stake.
Major	A major nonconformity shall be issued when the finding affects the capability of the management system to achieve the intended results
Minor	A minor nonconformity shall be issued when the finding does not affect the capability of the management system to achieve the intended results.

Non-conformities will be handled in accordance with the procedures described in FSSC 22000 v 5.1-part III, Non-Conformities

The use of opportunities for improvement (OFI) during a FSSC 22000 audit is not allowed by the FSSC22000 Scheme

Unannounced audits

An unannounced audit will be conducted on one of the annual surveillance audits per certification cycle as determined by Intertek. The unannounced audit takes place during operational working hours including night shifts. This audit will be performed with in 4 to 0 months before yearly audit due date = date for initial certification.

When there are legitimate business reasons, blackout days may be agreed in advance between Intertek and the Client to avoid periods of extreme inconvenience during which the client would find it difficult to participate fully and /or there is no production.

The audit will start with an inspection of the production facilities commencing within 1 hour of the auditor arriving on site. Audit plan to be agreed at the startup of the unannounced audit.

At the unannounced audit shall a full surveillance audit with the calculated time be performed. If this is not possible time for a special following up visit need to be booked before finalizing the audit. Should a visit be required a further fee will be payable.

Refusal to participate in the unannounced audit will result in immediate suspension of the certificate, and Intertek shall withdraw the certificate if the unannounced audit is not conducted within a six-month timeframe. If access is denied to the auditor the Client will be liable for all costs.

Foundation Requirements

By making this application the Client is consenting to the following:

- sharing of information concerning the Clients organization with the Foundation and governmental authorities when appropriate,



CERTIFICATION AGREEMENT

Document #: F101-6 FSSC

Release Date: 21-JAN-2022

Page 4 of 4

- upload of the audit report and certification status information to the FSSC database and public Register of Certified Organizations
- for the purposes of the FSSC 22000 Integrity Program, to allow assessors from the Foundation on their premises to witness the Intertek's auditors during FSSC 22000 audits.

Audit Report and
Certificate

The audit report and certificate remains the property of Intertek.

Scheme Updates

In-between Standard revisions the Foundation may publish guidance documents or position statements these are downloadable from the FSSC.