

1.0 PURPOSE

Aim of this procedure is to explain the certification process of the companies to be certified within the scope of the IFS programs which USB Certification is accredited/authorized against.

2.0 SCOPE

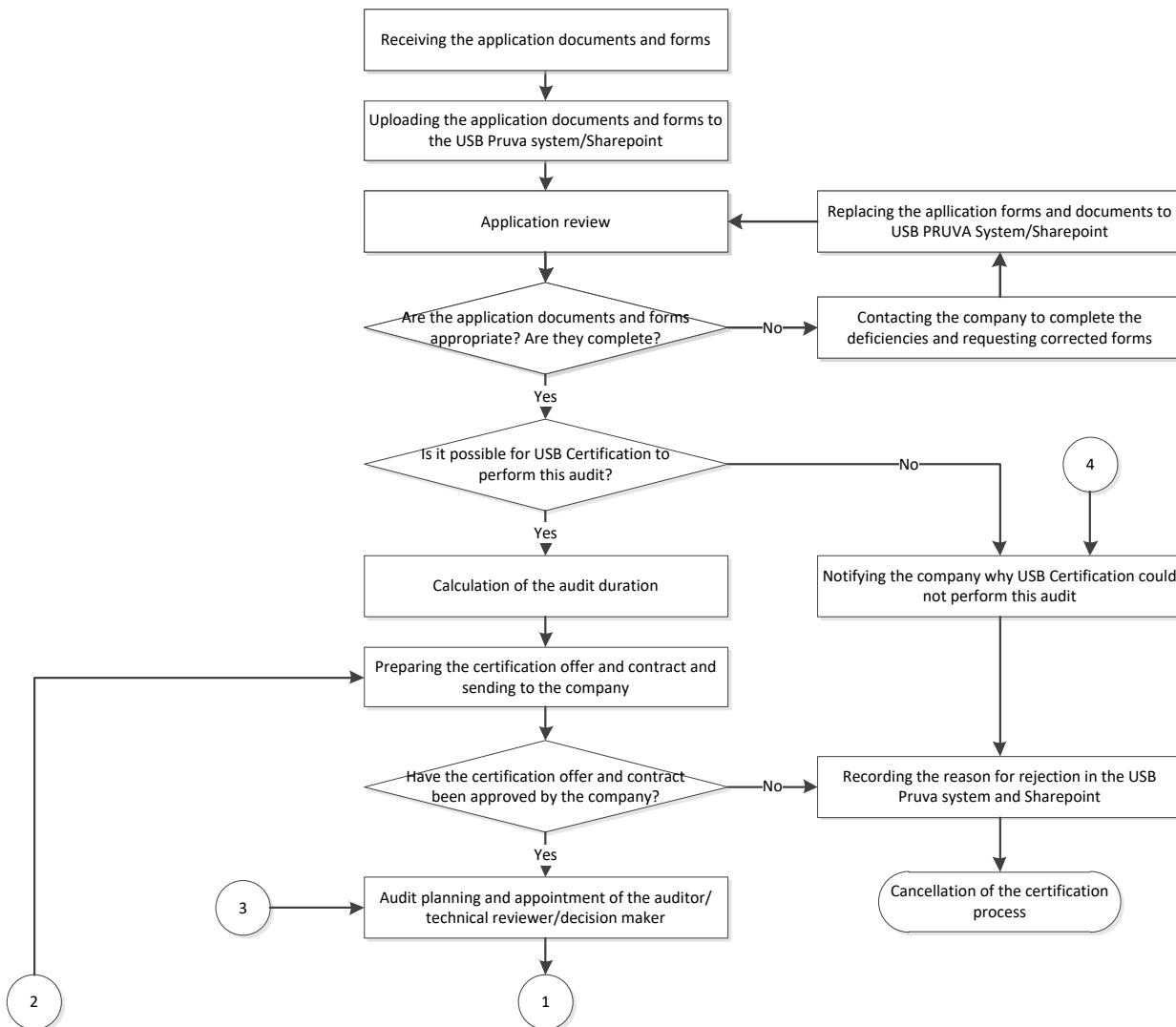
This procedure covers the workflow of following IFS programs implemented by USB Certification.

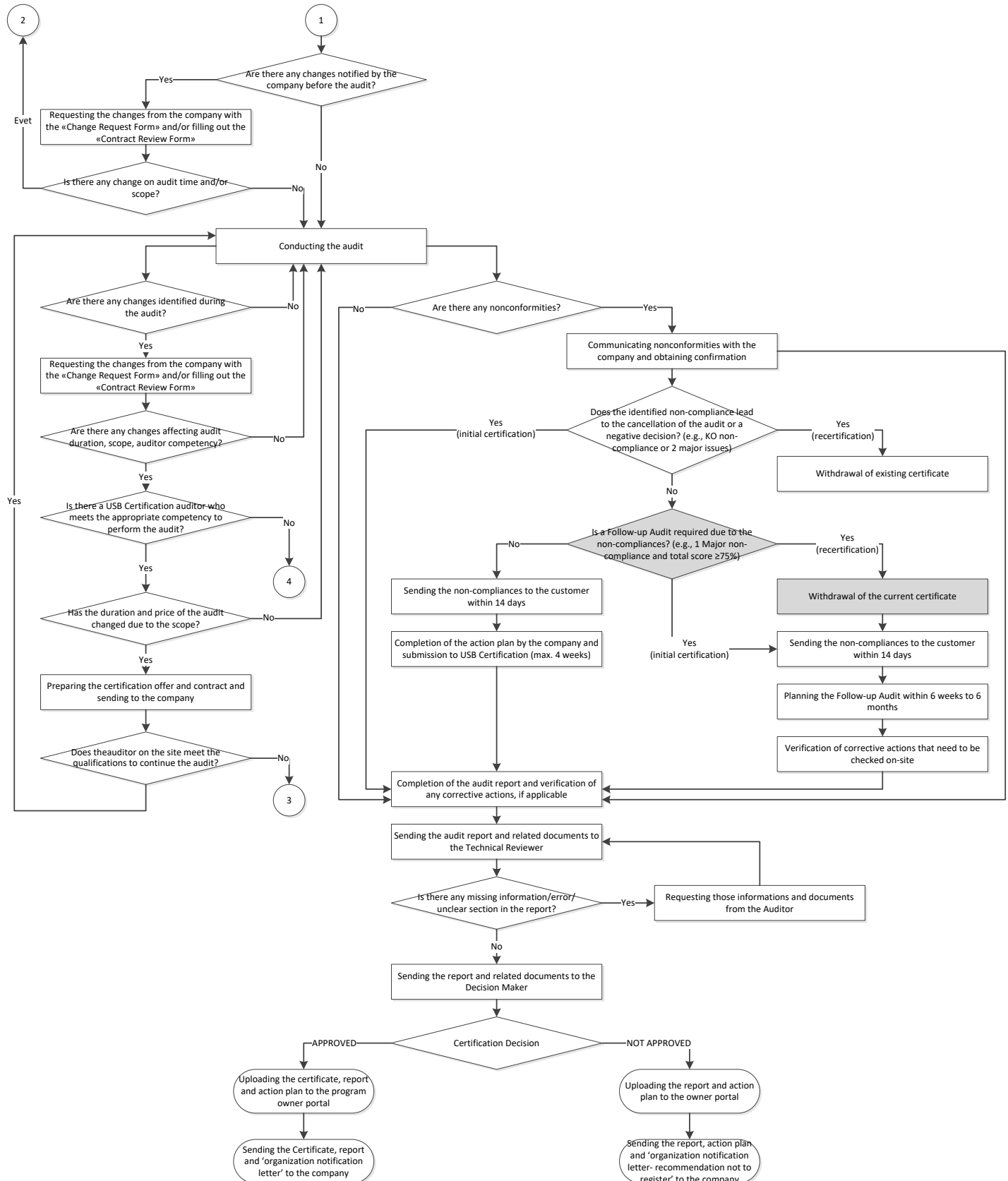
- IFS Food
- IFS Progress (IFS Progress Food)

3.0 RESPONSIBILITIES

Food and Agriculture Certification Manager, Food and Consumer Products Scheme Manager, Operations Responsible, Operations Assistant, Client Relations and Planning Responsible, Client Relations and Planning Assistant, Auditors, Technical Reviewers and Decision Makers are responsible for the implementation of this workflow.

4.0 PROCEDURE





5.0 RELATED DOCUMENTS AND RECORDS

| Document Number | Title or Description |
|------------------------|---|
| UOF-FOOD-IFS-EN-4000 | Application Form (IFS Food) |
| UOF-FOOD-IFS-EN-4030 | Application Review Form (IFS Food) |
| UOF-FOOD-EN-4360 | Contract Review Form |
| UOF-FOOD-EN-4070 | Change Request Form |
| UOF-FOOD-EN-4040 | Audit and Certification Quotation Form |
| UOF-FOOD-IFS-EN-4060 | Certification Agreement (IFS Food) |
| UOF-FOOD-EN-4060 | Certification Agreement (BRCGS-IFS Food) |
| UOF-FOOD-EN-4080 | Assign Form |
| UOF-FOOD-EN-4110 | Audit Plan |
| UOF-FOOD-IFS-EN-4160 | Certification Decision Form (IFS Food) |
| UOF-FOOD-IFS-EN-4171 | Certificate (IFS Food V8) |
| UOF-FOOD-IFSGM-EN-4310 | Letter of Confirmation (IFS Progress Food) |
| UOF-FOOD-EN-4190 | Organization Notification Letter - Recommendation to Register |
| UOF-FOOD-EN-4200 | Organization Notification Letter - Recommendation not to Register |