GLOBAL S.L.P. Add-on

General Rules

ENGLISH VERSION 1.0

Valid from: 1 August 2023

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1 INTRODUCTION

Add-on rules provide a framework within which a producer can meet a set of requirements in addition to meeting a GLOBAL S.L.P. standard.

The word "add-on" indicates that the control points and compliance criteria and rules are voluntary and customer driven.

This document describes the basic and generic rules for any party seeking verification against an add-on when the add-on does not have its own specifications.

2 DOCUMENTS

The following normative documents (and any other documents released as normative) are relevant:

a) The Add-on Control Points and Compliance Criteria (CPCC).
b) The Add-on Checklist
c) If applicable: GLOBAL S.L.P. Checklist – Producer Groups and Multisites with QMS. Only applicable if the Add-on program allows multisite or group inspections.
d) The Add-on General Rules (this document)

3 APPLICATION OPTIONS

a) Preconditions: "Producer/company must have a valid GLOBAL S.L.P. certificate of (at least) one of the following scopes:
    i. GLOBAL S.L.P. IFM livestock.
    ii. GLOBAL S.L.P. Chain of Custody (CoC). -
b) Application options:
    i. Option 1 - Individual Producer: Possible as under GLOBAL S.L.P. IFM and for CoC single site and multisite companies.
    ii. Option 1 - Multisite without Implementation of a QMS: Possible as under GLOBAL S.L.P. IFM. For CoC possible for all multisites.
    iii. Option 1 - Multisite with Implementation of a QMS: Possible only for IFM livestock producers.
    iv. Option 2 - Producer Group: Possible only for IFM livestock producers.

4 REGISTRATION PROCESS

a) Certification bodies:
    i. The applicant shall register with an approved Certification Body. Applicant can choose only among CBs with GLOBAL S.L.P. final approval for IFM livestock and/or CoC and the Add-on.

    Applicant shall register with the same CB that conducts the GLOBAL S.L.P. IFM/CoC inspection/audit. CB shall send a letter of intent to GLOBAL S.L.P. Secretariat to apply for scope extension for any new Add-on. Annual Certification Body Add-on Fee applies.
    ii. Information on approved CBs are available for every Add-On and published on the GLOBAL S.L.P. website. CBs with approval for Add-on are listed on GLOBAL S.L.P. website.
b) Registration: The duration of the service contract is set between the CB and the producer. As stipulated in contract that is concluded for IFM/CoC inspections/audits (up to 4 years with subsequent renewal for periods of up to 4 years).

5 ASSESSMENT PROCESS

a) Self-Assessment: Self-assessments are required included as Control Points and Compliance Criteria.

b) Second or Third-party Inspections: Only 3rd party inspections by approved CBs as defined in 4.a)i. above are allowed to assess theAdd-on. The inspections shall only be carried out by the following approved parties:

   i. CB inspectors or auditors approved to conduct inspections/audits for GLOBAL S.L.P. IFM livestock and/or CoC.

   In addition, the inspectors/auditors (including staff responsible for taking the decision on conformance) shall participate in the Add-on training and pass the exam (see as well below in chapter 7. d) - inspector qualifications).

c) Option 1 – Individual Producer (without QMS):
   i. All production/hatchery sites and products shall be inspected annually including subcontracted activities. CoC Facility(ies) shall be inspected while in operation, this applies as well for seasonal production.
   ii. Add-on inspection shall be done in combination with GLOBAL S.L.P. IFM/CoC inspection/audit – Off-site and on-site inspection as described GLOBAL S.L.P. General Regulations is allowed.
   iii. The CB shall carry out unannounced audits for a minimum of 10 % of the certified individual producer annually. So, 10% of the annual certification audits will be performed unannounced. This notification will normally not exceed 48 hours (2 working days) in advance of the intended visit. As described in GLOBAL S.L.P. General Regulations.
   iv. Minimum duration: one hour in a simple scenario.

d) Option 1- Individual Producer with a QMS and option 2 – Producer Group:
   i. The QMS and the producers must be inspected/audited annually. Same rules as described in GLOBAL S.L.P. General Regulations. Add-on requirements shall be covered by the QMS (e.g. internal inspection of applicable add-on).
   ii. The CB does not inspect all producers/sites, but just a sample (same rules as described in GLOBAL S.L.P. General Regulations). It is not the responsibility of the CB to determine the compliance of each producer/sites (this responsibility rests with the applicant). The CB must assess whether the applicant's internal controls are appropriate.
   iii. The CB shall carry out QMS unannounced audits for a minimum of 10 % of the certified multisites with QMS/option 2 annually. So, 10% of the annual certification audits will be performed unannounced. This notification will normally not exceed 48 hours (2 working days) in advance of the intended visit. As described in GLOBAL S.L.P. General Regulations.
   iv. Minimum duration: 90 minutes in a simple scenario (and at least 30 min per member/site).

6 APPROVAL PROCESS

a) Requirements to achieve and maintain add-on conformance: All Control Points and Compliance Criteria have level 'Mayor Must' so auditor shall provide comments for all CPCC. This mean that the percentage of compliance required to pass the assessment is 100%.

b) Sanctions: Same sanctioning system as described in GLOBAL S.L.P. IFM and CoC General Regulations respectively. Producer/Company has max. 28 days to correct detected non-conformances. Depending on the severity of the non-conformance the CB may shorten this timeline. When product quality is not safeguarded an immediate suspension shall be issued.
   i. Outstanding non-conformances identified during the first inspection shall be closed within maximum three months calculated from the date of inspection on (as for IFM and CoC).

c) Letter of Conformance and Inspection Cycle: Letter of conformance is issued by the CB that shall conform to the provided template letter (see the respective Annex for the Add-on)

d) Certification Integrity Program: Add-on is submitted to audits by Certification Integrity Program.

7 OTHER CONSIDERATIONS

a) Data registration requirements: Same as for GLOBAL S.L.P. IFM/CoC.

b) Data access rights: Add-on is visible to the public in GLOBAL S.L.P. Database. Same Data Access Rights as defined for GLOBAL S.L.P. IFM standard in document 'GLOBAL S.L.P. Data Access Rules'.

c) Inspector qualifications: Successful participation in an online exam for each applicable Assessment Module (including staff responsible for review).

d) Producer/Company Registration Fee: see General Fee table.

ANNEX I - DATA ACCESS RULES

These are the GLOBAL S.L.P. Database Access Rights as set for Add-On based on the GLOBAL S.L.P. registration data requirements as defined by the 'GLOBAL S.L.P. Data Access Rules' and available at www.globalslp.org.

The producer/company can extend the access rights via the Certification Body.

x = marks that this data is visible to users assigned to the respective data access group.

STANDARD DATA

	Data access group			
	GLOBAL S.L.P. Staff	Certification body	Market Participant	Public
Standard visibility GLOBAL S.L.P. Add-On	x	x	x	x

PRODUCER/COMPANY DATA

	Data access group			
	GLOBAL S.L.P. Staff	Certification body	Market Participant	Public
Company				
Company name	x	x	x	x
Company address 1)	x	x	x	x
Company city	x	x	x	x
Company country	x	x	x	x
Company contact information 2)	x	x		
GSN/GLN	x	x	x	x
Previous GSN	x	x	x	x
Legal registration per country	x	x		
Location 3)	x	x		
CB registration number 4)	x	x	x	x
Contact person (responsible for legal entity)				
Contact name 5)	x	x		
Contact information 2)	x	x		
Hatchery / site information				
Name Hatchery / site	x	x		

Hatchery / site address 6)	x	x		
Hatchery / site contact Information 2)	x	x		
Sub-GLN(s)	x	x	x	x
Location 3)	x	x		
Products per Hatchery / site	x	x		

1) Company address includes: street address (or information available to describe the producer/company location), postal address, postal code, federal state.

2) Contact information includes (if available): phone number, fax number, email address.

3) Location includes: Northern/Southern latitude + Western/Eastern longitude.

4) Number assigned by the Certification Body (CB) to the producer

5) Contact name includes: title, first name and last name.

6) Hatchery / site contact address includes: street address (or information available to describe the site / Hatchery location), postal address, postal code, city, and country.

PRODUCT DATA

	Data access group			
	GLOBAL S.L.P. Staff	Certification body	Market Participant	Public
Product	x	x	x	x
Product status	x	x	x	x
Assessment option	x	x	x	x
Conformance validity date	x	x	x	x
Certification body	x	x	x	x
GLOBAL S.L.P. certificate number	x	x	x	x
Countries of destination	x	x	x	x
Quantity data 1)	x	x	x	
Checklist result 2)	x	x	x	
Letter of conformance	x	x	x	

1) Annual quantity of Add-on production

2) Assessment report details (checklist) linked to the assessment

ANNEX II - LETTER OF CONFORMANCE TEMPLATE FOR GLOBAL S.L.P. ANIMAL WELFARE ADD-ON

CB Logo[1]

GSN: xxxxxxxxxxxxxxxxxxxx[2]

Registration number of producer/company (from CB) xxxxxxxxx[3]

Letter of Conformance

According to

GLOBAL S.L.P. ANIMAL WELFARE" Add-on Version x.x [4]

Issued to

Producer/Company name, address [5]

Country of Production/Company location [6]

The Certification Body [Company Name] declares that the producer/company mentioned on this Letter of Conformance complies with the GLOBAL S.L.P. Animal Welfare Add-on Assessment for the Control Points and Compliance Criteria VersionX.X[4] for the below mentioned product(s)/product scope.[7]

Product (Scope)[8]	Process Description[9]	Number of (Production) Sites[10]

Date of Issuing (printing date): xx/xx/xxxx[11]

Valid from: xx/xx/xxxx[12]

Valid to: xx/xx/xxxx[13]

Authorized by[14]

_____

Date of Conformance Decision: xx/xx/xxxx[15]

This Letter of Conformance is only valid as long as the GLOBAL S.L.P. IFM and/or CoC certificate is valid[16].

The current status of this Letter of Conformance is always displayed at: http://www.globalslp.org[17]

CB Contact data (company name, address, email)[18]

ANNEX for Letter of Conformance –

GSN xxxxxxxxxxxxxxx[19]

Date of Issuing: xx/xx/xxxx[20]

Producer Group Members (Option 2)

GSN or GLN	Site name and address[22]	Product(s)[8]

(Production) Sites[21]

Site name and address[22]

(Hatchery) Sites[21]

Site name and address[22]

Notes

The letter of conformance shall be in English. You may add a second language in the letter.

1 Certification Body (CB) Logo shall appear on all letters of conformance.

2 GLOBAL S.L.P. Number (GSN) shall appear on all letters of conformance. In case a holder of a letter of conformance owns a Global Location Number (GLN), this number shall replace the GSN.

3 The registration number of a producer/company, which is assigned by the CB may (voluntary) appear in all letters of conformance. It consists of the CB-Short and a number (with exactly one space character between, CB-Short xxx).

4 Always indicate the exact version (e.g. 1.0_Nov2024).

5 Name of the assessed legal entity and its address shall be printed on the paper letter of conformance. The address includes that of the legal entity and of the (production) site. It these are different and there is only one (production) site, the site address can be included here or in the annex. In case of multisite producers/companies, the addresses of the registered (production) sites shall be listed in the annex of the letter of conformance.

6 Country where the producer/company is located and operates shall be mentioned.

7 Indicate the name of the Assessment Module and its exact version.

8 Product/Product Scope mentioned in the letter of conformance shall be the same one(s) as on the IFM/CoC certificate. Product Scope applicable only for CoC (CoC livestock)

9 Applicable only for CoC module: This is a free text field that shall be used by the CB to describe the assessed process.

10 Applicable only if there is more than one (production) site: enter the number of registered (production) sites which shall be listed in the Annex. The word 'production' may be deleted if not applicable.

11 Date of Issuing is the printing date of the paper letter of conformance. It shall be added to the first page and to the Annex (if applicable) to connect each other.

12 The letter of conformance "Valid from" date defines the beginning of a conformity cycle.

13 The letter of conformance "Valid to" date is the expiry date of the validity.

14 The first and the last name of the person who has authorized the letter of conformance, it shall be written in block letters. This person must sign the letter of conformance.

15 "Date of Conformance Decision" shall appear on all letters of conformance.

16 This note ("This Letter of Conformance is only valid as long as the IFM and/or CoC certificate is valid") shall be added to all paper letters of conformance to point out that the add-on assessment is linked to a GLOBAL S.L.P. certificate and that the expiration date will coincide with the 'valid to' date of the IFM/CoC certificate.

17 "The current status of this Letter of Conformance is always displayed at: http://www.globalslp.org" shall be added to all paper letters of conformance to point out that only a validation in the GLOBAL S.L.P. Database proves the current status of this letter of conformance.

18 CB Contact data (company name, address, email) shall appear on all letters of conformance.

19 The Annex (including the GSN of the holder of the letter of conformance) shall be added, if applicable.

20 Date of issuing of the Annex shall match the date of issuing of the conformance letter (see note 11).

21 All (production/hatchery) sites shall be listed, if applicable. The word 'production' may be deleted if not applicable.

22 Name and address of the (production) sites shall be listed, if applicable.

VERSION/EDITION UPDATE REGISTER

New Document	Replaced Document	Date of Publication	Description of Modifications
230801_GS_GR_Add-on_V1_0_en		1 August 2023	GLOBALG.A.P. Add-ons Transition into GLOBAL S.L.P.Add-ons

When the changes do not introduce new requirements to the standard, the version will remain “5.0” and an edition update shall be indicated with “5.0-x”. When the changes do affect compliance with the standard, the version name will change to “5.x”. A new version, e.g. V6.0, V7, etc..

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