CHAPTER 11

IFS STANDARD
CERTIFICATION RULES

CONTROL UNION SERVICES S.A.C.

INTRODUCTION

This document contains regulations on the evaluation and certification activities of Control Union Services (hereinafter "CU") in relation to the IFS certification program. It refers to the rights and obligations of the client, as well as those of CU.

This document is complementary to the P12.CONTR.A02 Chapter 1 Certification General Rules that applies for any program certified by CU.

This document is available on the website: peru.controlunion.com/en/terms-conditions
Modifications to this document are highlighted in grey.

1. SCOPE AND APPLICABILITY

a) The IFS Inspection regulation applies to all modules within the scope of IFS. Control Union Services S.A.C. provides the service of audit of the standards IFS Food and IFS PACsecure.

b) The agreed scope shall be mentioned in the contract, and it shall also be reviewed and confirmed by the auditor during the opening meeting of the IFS Food or IFS PACsecure Audit.

c) All applicable scopes shall be described in detail in the IFS Food or IFS PACsecure Certificates and Reports. It shall be clear unambiguous and shall fulfil the following rules:
- The different types of products shall be described in sufficient detail.
- The type of packaging /wrapping materials shall be described.
- The most characteristic processes that differentiate the product from others and that are not self-explanatory must be mentioned.
- In the case of IFS PACsecure, it also shall include the information about the intended use of products (primary and/or secondary packaging materials)

d) The following documents are applicable for certification programs, these are mentioned below:
- IFS Food Standard
- IFS Food Doctrine
- IFS PACsecure Standard
- IFS PACsecure Doctrine

Current versions of these documents can be found on the IFS website https://www.ifs-certification.com/en/.

e) Scope of the IFS Audit:

IFS Food can only be applied when a product is "processed" or when there is a hazard of product contamination from primary packing.

IFS PACsecure is applicable for the production, processing and/or conversion of packaging components and/or packaging materials, intended as primary or secondary packaging for food products, cosmetics and personal hygiene products, household products and in general, for any product which is under the scopes of the IFS Standards. In addition, it is also applicable for packaging materials intended as secondary packaging in over-the-counter drugs/pharmaceutical products, only if these products can be sold to final users/consumers without any prescription or pharmacist/health professional consultation. The standard can only be used when packaging components and/or packaging materials are produced, processed, converted, and/or printed by the company.

2. DEFINITIONS

- IFS: International Featured Standards
- COID: IFS Identification Code Number
- Global Location Number of GS1 (GLN): The GLN is required to clearly identify the IFS certified site in the electronic communications in the supply chain. It is mandatory for sites located within the European

Economic Area (EEA), as well as in countries that have signed bilateral agreements with the European Union and are considered integrated into the EEA, such as Switzerland.
GLNs are requested in the IFS Audit report, on the IFS Certificate and in the IFS Database for each certified site(s).

- Production site: An establishment in a specific physical location where the IFS Food/PACsecure Audit is conducted in which any stage of production, processing/conversion, and distribution of food/products can be carried out. It may also include facilities (e.g., a production area or warehouse) owned by the company where part(s) of the processes and operations take place.

3. TYPES OF PRODUCTION SITE

3.1. SINGLE PRODUCTION SITE

A single production site is a site that is not centrally managed by a Head office/central management, which has a single legal entity and no decentralized structures. This site will have an audit report, a COID and a certificate.

3.2. MULTI-LOCATION PRODUCTION SITES

Multi-location production sites refer to a company with several production sites in different locations, which may have a Head office/central management. A multi-location production site can individually choose to be certified as part of multi-location production sites, as a single production site or not to be certified at all.

a) Company with head office/central management

i. If the head office/central management has additional processing activities, it shall be audited and subjected to an own IFS Food/PACsecure Certificate and audit report.
If the head office/central management does not have processing activities, it cannot be subjected to an own Certificate. The company can decide whether to organise a specific audit (which can also be remote in this case) for the activities managed by the head office /central management.
In both cases the following rules apply:

- The audit of the head office / central management shall always take place before the audit of each production site associated to each certification cycle.
- The maximum period of time between the audit of the head office / central management and the audit of all production sites is twelve (12) months.
- CU will determine which parts of the head office / central management audit cover the site operation parts.
- Each production site shall get an individual certificate and report.
- The centrally managed activities, as well as the outcome of the audit shall be described in the audit report of each production site.
- Deviations identified during the head office / central management cannot be partly solved in the audit reports of each production site. Deviations can be downgraded, for example, to a non-conformity, but neither fixed nor improved to a better scoring.
- If non-conformity has been raised during the audit of the head office / central management, all audited production sites are also affected, and the certificates of these production sites shall be suspended. Only after a positive follow-up audit of the head office / central management, suspension of certificates of the production sites can be lifted. Depending on the type of non-conformity which has been issued in the head office / central management, a new audit of the production sites may also be necessary.
- Both audit dates of the production site and head office / central management shall be visible in the audit report.
- All COIDs of the production sites linked to the head office / central management shall be mentioned in each audit report.

ii. If no head office/central management audit is performed, the company shall ensure that all

necessary information and responsible personnel from the head office/central management are available (when necessary) during the audit of each production site, to ensure that the auditor can audit centrally managed activities properly (e.g., a representative from the head office/central management attends the audit of the production sites, head office/central management documents are available on-site at production sites, etc.). This shall be defined by Control Union Services SAC based on the information provided by the company in the Application Form before the Audit takes place.

b) Company without head office/central management
If a company has several independent production sites at different physical locations, without any head office/central management, each production site shall have one Audit, one COID, one report and one certificate.

3.3. MULTI-LEGAL ENTITY PRODUCTION SITE

a) If a production site has multiple legal entities in a physical location with the same scope, one (01) Audit shall be performed. Each legal entity shall have their own COID, and the certificate and report shall be duplicated for each legal entity.
b) If a production site has multiple legal entities at one physical location, but with different scopes, each legal entity shall have their own COID, report, and certificate.

In both cases, if a contractual relationship between the legal entities exists, the COIDs of each legal entity shall be linked in the IFS Database. If the certificate of one legal entity is suspended/ withdrawn, the certificates of all legal entities shall also be suspended/withdrawn, unless the CU can demonstrate that the other legal entities are not affected.

3.4. PRODUCTION SITE WITH DECENTRALISED STRUCTURES

A decentralized structure is a facility (for example a workshop) owned by the company where part(s) of the processes and operations of the production site take place. When the audit of the production site is insufficient for gaining a full view of the company's processes, then all other relevant facilities shall also be audited and included in the audit scope. Scope and full details shall be documented in the audit overview of the audit report.

4. TYPES OF AUDITS

4.1. IFS Audit (full on site): An IFS Audit shall always be performed on-site and during consecutive working days, for both announced and unannounced audit options. At least 50% of the total IFS Audit duration shall be allocated to the on-site evaluation (within the production areas of the production site).

4.2. IFS Split Audit: Under exceptional circumstances (e.g. due to a widely recognized crisis, etc.) and when a full on-site audit is hardly possible, the company may agree with CU to perform an IFS Split Audit. This type of audit is only possible for renewal (recertification) audit. The on-site part of this audit shall be performed first, either announced or unannounced, followed by a remote part using ICT (Information and Communication Technologies). Sufficient justification shall be given in the Audit Report. Details can be found in the IFS Split Audit Protocol. When an audit is requested to be conducted partially remotely, an initial risk assessment must be carried out prior to the audit to determine its feasibility. This assessment will evaluate whether part of the IFS requirement objectives can be achieved with remote activities. If a split audit is not feasible, a full on-site audit shall be agreed.

5. AUDIT OPTIONS

5.1. Announced: It takes place at a time and date agreed between the company and Control Union Services SAC and shall be performed on consecutive days. It is scheduled at the earliest eight (8) weeks before the audit due date and at latest two (2) weeks after the audit due date (anniversary date of the initial audit).

The audit date shall be registered in the IFS Database via the Diary function at least two (2) weeks before the first day of the audit.

5.2. Unannounced: This option only applies to Initial and Recertification Audits and not to Extension or Follow-up Audits. The "unannounced" option will be mandatory at least once every third IFS Audits. To preserve the unannounced nature of the audit, unannounced audits should not always be planned during the exact same week number as previous announced audits.

This rule must be adhered to even if the company changes of Certification Body.

Note: If the certification cycle is interrupted when the deadline for the unannounced audit has passed, the next certification audit (=new initial audit) must be performed Unannounced.

The audit shall be performed within a time window of –16 weeks before audit due date and + two (2) weeks after audit due date.

When the audit has been performed, CU shall provide the audit dates in the database, at latest, two (2) working days after the first audit day. This will ensure that the database users are informed that the audit has taken place and that the certification process is ongoing.

A failed announced audit, does not count towards the “at least every third audit unannounced rule”.

CU shall determine the year in which the first mandatory unannounced audit will take place and will inform the production site at least six (6) months prior to the audit due date. Additionally, CU shall ensure that the required audit frequency is maintained, even if the production site (COID) changes its certification body.

The unannounced audit shall be registered in the IFS Database no later than four (4) weeks of the beginning of the Audit time window and the site is responsible to inform CU about the following information:

- ✓ Name(s) of the on-site person(s) to be contacted at the production site.
- ✓ If needed, blackout period of a maximum of ten (10) working days when the production site is not available for audit, as well as non-operating periods. The ten (10) working days can be split into a maximum of three (3) periods.
- ✓ If the site produces seasonal products, the expected seasonal production dates shall be notified and the time window [–16 weeks, + two (2) weeks] does not apply. Providing a blackout period is not permitted in this situation and the unannounced audit shall take place at any time during this seasonal production period.

If a production site denies the auditor access (apart from “force majeure”), the currently valid IFS Certificate shall be withdrawn by CU within a maximum of two (2) working days of the audit date. This information will be visible in the production site’s history in the IFS Database and the production site will be invoiced by CU for the total cost of the audit.

6. AUDIT PROCEDURE

6.1. CONTRACTING

The applicant shall agree to the entire contracting process directly with Control Union Services SAC or with the local Control Union office on behalf of Control Union Services SAC.

During this stage, the type of site will be determined, the type of audit that corresponds to the operator's certification history and the audit option.

Likewise, knowledge will be taken of the language in which the audit shall be carried out and the need for an interpreter.

The contract includes knowledge of the IFS Integrity Programme and the Data Protection Statement.

Each production site certified under the IFS scheme shall have a unique COID assigned in the IFS Database.

A new COID may be created when a production site has never been registered in the IFS Database, when the production site changes location, or when a change in the legal entity requires the creation of a new COID according to the applicable IFS requirements.

The company shall provide CU with all information required for the creation, maintenance and updating of the COID in the IFS Database and shall ensure that this information remains accurate and up to date throughout the certification cycle.

6.2. TYPES OF AUDITS

6.2.1. Initial audit

There are two (2) types of initial audits:
a) "First" initial audit: the very first IFS Food Audit of a production site. This type of audit is only applicable when there is no previous certification history available.
b) "New" initial audit:

- after an interruption in the certification cycle or
- after a failed audit due to 1 or more Non-Conformity or a total score < 75% or
- after a failed follow-up audit or
- after a failed extension audit.
- after a cancelled audit

In this case, the following applies:

- the IFS Certification history shall be checked to ensure that the rule on unannounced audit frequency is fulfilled
- the audit report and action plan from the previous IFS Audit shall be reviewed by the auditor, to check the implementation and effectiveness of corrections and corrective actions.

Additionally, where the new initial audit follows a cancelled audit:

- In case deviations or non-conformities are identified in the report of a canceled audit, the auditor shall review it before the next audit, together with the last certification audit report.
- The new initial audit may only be performed after a minimum period of six (6) weeks following the last day of the canceled audit.

Note:

- If an initial IFS Audit is failed, the IFS Audit Report shall be uploaded in the IFS Database and this audit cannot be considered as a pre-audit.
- Audit options: An initial audit can be performed announced or unannounced.
- If the certification cycle is interrupted where an unannounced audit was due, the next certification audit (=new initial audit) shall be conducted unannounced.

6.2.2. Recertification audit

It is the audit carried out to renew the existing IFS Certification. The period in which a Recertification Audit will be conducted is shown on the certificate and the audit shall be performed during this period in order to maintain the certification cycle. It is a complete and comprehensive audit of a production site.
During the Audit, the auditor will evaluate all IFS requirements and shall review the action plan from the previous IFS Audit to check the implementation and effectiveness of corrections and corrective actions. If the production site changes certification body, the production site shall update this information in the IFS Database and inform CU so that the auditor can check the action plan from the previous audit.
If deviations are still present in the actual recertification audit, or if the scorings were lowered, the auditor shall assess the situation in accordance with Chapter 5.11 of the IFS Audit Checklist, Part 2.
The link between two (2) Consecutive audits ensures a process of continuous improvement.

A Recertification Audit can be performed either announced or unannounced. The unannounced option is mandatory at least once every third IFS Certification Audits.
Production sites are responsible for maintaining their certification. All IFS certified companies will receive a reminder from the IFS Database three (3) months before their certificate expires.
Control Union Services SAC will contact customers in advance to set a date for an announced Audit or to register them for an Unannounced Audit.

6.2.3. Follow-up audit

It occurs in a specific situation in which the result of the Audit (initial or recertification) has not allowed a certificate to be issued due to a major non-conformity and a total score ≥ 75%.
During the Follow-up audit, the auditor will focus on the implementation of the measures taken to correct the Major Non-Conformity determined in the previous Audit.
The closure of the Major non-conformity must always be verified by the auditor in an on-site audit. The Follow-up Audit will generally be performed by the same auditor who performed the Audit when the major non-conformity was identified. The Follow-up Audit shall be conducted no earlier than six (6) weeks, and no later than six (6) months, after the previous Audit.
If a Follow-up Audit is not performed within six (6) months from the date of the previous Audit, a complete new initial Audit shall be performed.
If the Follow-up audit fails, a completely new audit shall be required, and it shall be scheduled no earlier than six (6) weeks after the Follow-up audit. The Failed Follow-up Audit report shall be uploaded to the IFS Database.
If the Follow-up Audit is successful, a certificate shall be issued only at the foundation level, even if the final total score is ≥ 95%.

6.2.4. **Extension Audit**

It is an additional audit to extend the current certification scope and can only be performed announced. This type of audit shall always be performed on-site and shall be performed during the validity period of the existing certificate, in the following situations:

- If some production lines were not running during the main certification audit, involving product scopes and/or technology scopes and/or production/conversion processes and/or HACCP plan/ hazard and risk management system (especially the CCPs) different than the ones audited during the initial/recertification audit.
- In case of seasonal products, which could not be audited during operation at the time of the main audit. During the following year, there will be one recertification and one extension audit, to ensure all products and processes are covered. The main audit shall always be performed when the most hazardous processing step is carried out.
- If significant changes occur to the production process and/or its environment between two (2) certification audits. This applies, for example, when new processes or products different to those included in the scope of the current certificate are introduced. In this case the following rules apply:
  - ✓ the certification body decides, based on a risk assessment, if an extension audit is necessary.
  - ✓ the risk assessment shall be based on hygiene and food safety risks and shall be documented.

The original audit score on the IFS Certificate shall not be changed, however the certificate shall be withdrawn when the extension audit is failed.
If the Extension Audit demonstrates compliance, the certificate shall be updated with the new scope and uploaded to the IFS Database along with the Extension Audit report. The updated certificate shall maintain the same expiration date as the current certificate.
The extension audit is considered failed in the event of one or more non-conformities. When the extension audit is failed, the full audit, including the main audit, is considered failed, and the current certificate shall be withdrawn.

6.2.5. Considerations for evaluation

- The audit shall take place at a time when the products included in the scope are being processed / converted.
- The production lines shall be operational during the IFS audit.

If some production lines are not operating during the IFS Audit, and the products and/or technology scopes and/or production/conversion processes and/or HACCP plan/the hazard and risk management system (especially the CCPs) are different from those in operation, two (2) options are possible:

- The production line(s) can run later during the audit and are included in the scope of the “main” audit.
- The production line(s) cannot run later during the audit and an extension audit shall be performed.

- In Multi-location production sites with Head offices/central management
  - The Head office/central management shall be assessed by means of an announced or unannounced audit.
  - The Head Office/Central Management Audit shall always be performed prior to the Audit of each production site and in the case of unannounced audits it will be carried out before the start of the Unannounced Audit window of the production sites.
  - Each site shall be evaluated separately, within a maximum period of twelve (12) months from the audit of the Head office/central management. All Audits shall be conducted by the same certification body.
  - If the head office/central management does not have processing activities but is assessed, it cannot be subjected to an own Certificate and Audit report. The company can decide whether to organise a specific audit (which can also be remote in this case) for the activities managed by the head office /central management.
  - When the Head office/central management is assessed by means of an announced audit: the announced audit of the head office/central management and the unannounced audit of the production site shall not be performed on consecutive days.
  - When the Head office/central management is assessed by an unannounced audit: the unannounced audits of the Head office/central management and the production site can be organized to take place on the same day.

6.3. PLANNING

After receiving payment of the fee for the inspection and certification service, Control Union Services SAC will plan the audit taking into consideration the type of site, type of audit and audit option.
A qualified auditor (audit team if needed) will be planned to carry out the audit process.

6.4. LEAD AUDITOR/AUDITOR

a) The lead auditor/auditor acts in accordance with Control Union Services SAC procedures.
b) Control Union Services's lead auditor/auditor will also respect Control Union Services's Code of Conduct/Confidentiality/No Conflict of Interest, as well as data protection documents (IFS.QUAL.F02).

6.5. AUDIT

a) A qualified lead auditor/auditor will perform the audit at the facilities stated on the application form. Control Union Services SAC will provide an audit report with the results of the audit.
b) The audit as to whether the applicable requirements are met shall be carried out through physical and administrative audit at the production site declared by the customer.

6.5.1. Partially outsourced processes

The following requirements for management will apply:
a) The customer shall establish a written contract covering partially subcontracted processes describing all agreements, including in-process controls, sampling, and analysis.
b) If the supplier (of partially subcontracted processes) is not certified with IFS Food or with another food safety certification standard recognized by GFSI, the customer must perform a documented audit of the supplier by an experienced and competent person, covering at least the requirements of food safety, quality and authenticity of the product.
c) Storage and/or transport activities carried out by a third party are not considered partially subcontracted processes and will be evaluated in accordance with the corresponding chapters of the IFS Food checklist (4.14 and 4.15), especially requirements 4.14.6 and 4.15.7.
d) If the partially subcontracted processes relate only to freezing and/or thawing, an IFS Logistics certification or any other equivalent food safety certification from a third party recognized by GFSI can also be accepted.
e) The rules regarding partially outsourced processes apply to both customer-branded products and the company's own-brand products.

f) If the requirements for partially outsourced processes are not met, this may result in non-conformity for the IFS Food assessed production site.

6.5.2. Fully outsourced product and traded products

a) A fully outsourced product is a product manufactured, packaged, and labeled under the company's brand or a customer brand, by a company other than the one assessed.
b) A traded product is a product manufactured, packaged, and labeled by and under the name of a company other than the company that is being IFS certified.
c) Fully outsourced products and traded products are not covered by IFS Food certification but must be indicated on the certificate and in the company profile section of the Audit Report.

6.6. IFS SCORING SYSTEM

a) There are six (6) possible scores. Points are awarded for each requirement according to the following table:

Result	Explanation	Points
A	Full compliance.	20 points
B (deviation)	Almost full compliance.	15 points
C (deviation)	Part of the requirement is not implemented.	5 points
D (deviation)	The requirement is not implemented.	–20 points
Major (non-conformity)	A Major non-conformity can be given to any regular requirement (which is not defined as a KO requirement). Reasons for Major rating are: • There is a substantial failure to meet the requirements of the standard, which includes but is not limited to product safety and/or the legal requirements of the production and/or destination countries. • A process is out of control which might have an impact on product safety.	Major non-conformity will subtract 15 % of the possible total amount; the certificate cannot be issued.
KO requirement scored with a D (non-conformity)	The requirement is not implemented.	KO non-conformity will subtract 50 % of the possible total amount; the certificate cannot be issued.
N/A **Not applicable**	The requirement is not applicable. N/A can apply to any requirement, except for KO requirements numbers 1, 3 and 5 to 10. The auditor shall provide an explanation in the report.	Not included in the calculation of the total score.

If the auditor raises one or several Major and/or KO non-conformity(ies), certification cannot be granted and, if this is a recertification audit, the current IFS Certificate shall be withdrawn.

b) The SCORE of the KO requirements is as follows:

Result	Requirement	Criteria
A	Full compliance	20 points
KO B (deviation)	Small part of the requirement is not implemented, with no impact on food safety, legality, and customer requirements.	0 points
C (deviation)		"C" scoring is not possible

D (=KO non-conformity)	The requirement is not implemented.	KO non-conformity will subtract 50 % of the possible total amount, the certificate cannot be issued.

c) The auditor sends the preliminary report with the findings and the corrective action plan to the client within two (2) weeks of the audit.

If there is any deviation or non-conformity (NC), follow-up is necessary. It is the client's responsibility to take appropriate corrective actions. When there is a pending NC, the positive certification decision cannot be made, and the certificate cannot be issued.
The company shall define in the corrective action plan the following:

- Evidence of implementation of corrections and proposed corrective actions for all deviations (B, C, D), KO B and for non-conformities (Major or a D evaluation of a KO requirement) listed by the auditor.
- Responsibilities and implementation deadlines, both for corrections and corrective actions.

The Company will forward the Corrective Action Plan within a maximum of four (4) weeks of receiving the Corrective Action Plan.
If this deadline is not met, the company shall pass an Initial Audit since an IFS certificate cannot be issued if all corrections have not been implemented.

6.7. VALIDATION OF THE ACTION PLAN

a) The action plan will be reviewed and approved in the first instance by the auditor; and in the second instance by the reviewer/certifier during the decision-making process.
b) The validation process is recorded in the assigned column in the action plan form, before preparing the final audit report.
c) If evidence of corrections and/or corrective actions is invalid or inappropriate, and/or if implementation dates are not adequate, the auditor will return the action plan to the client for final correction within the established timeframe (twenty-eight (28) days).
d) If the plan is not approved within the established deadline, certification will be at risk and certificate may not be issued.

6.8. REVIEW OF AUDIT RESULTS

a) The reviewer reviews all the documents of the audit, including the draft report, action plan and evidence of implementation, among others.
b) Based on the results of the review, a decision, which may be positive or negative, will be recommended.
c) If the corrective action plan and evidence are approved by the auditor, however, during the review the reviewer considers that these are not sufficient for closing, the client will be notified so that he can correct as long as it is within the established time.
d) If the plan is not approved, a certification cannot be issued.

6.9. CERTIFICATION

a) The certification decision will be made within a period not exceeding eight (8) weeks from the date of audit.
b) Certification will be awarded if they present the following scoring levels:

Audit result	Status	Client Actions	Report Form	Certificate
Total score ≥ 95%	Passed at IFS Higher Level following the receipt of the action plan	Send completed action plan within four (4) weeks of receiving the action	Report including action plan provides status	Yes, certificate at higher level, 12-month validity. The certificate shall only be issued when

		plan with the list of findings.		the corrections are implemented.
Total score is ≥ 75% and < 95%	Passed at IFS Foundation Level after receipt the action plan	Send completed action plan within four (4) weeks of receiving the action plan with the list of findings.	Report including action plan provides status	Yes, certificate at foundation level, 12-month validity. The certificate shall only be issued when the corrections are implemented.
Maximum one Major and total score ≥ 75%	Not passed unless further actions taken and validated after follow-up audit	Send completed action plan within four (4) weeks of receiving the action plan with the list of findings. Follow-up audit maximum six (6) months after the audit date.	Report including action plan provides status **In addition, the report will be updated including:** *"Date" section: specify the date of the follow-up audit, in addition to the audit´s date that gave place to the major NC. *"Final result audit" section: specify that follow-up audit has been carried out and that the major NC has been resolved. *"observations" section relating to KO and Majors NC: explain for which requirement the major NC has been resolved.	Certificate at foundation level, if the Major nonconformity is effectively solved during the follow-up audit. The certificate shall only be issued when the corrections are implemented.

Certification will not be awarded if the following scoring levels are presented:

Audit result	Status	Client Actions	Report Form	Certificate	Subsequent ACTIONS of CU
> One Major and/or total score is < 75%	Not passed	Actions and new initial Audit to be agreed upon.	Report including action plan provides status.	No	Perform new initial audit no earlier than 6 weeks after the audit in which the major NCs were issued.
At least one KO requirement scored with D	Not passed	Actions and agree on new initial audit. Action plan is recommended to be completed for improvement purposes.	Report including action plan provides status.	No	Perform new initial audit, no earlier than 6 weeks after the audit in which one or more KO requirements were scored D.

c) SUSPENSION OF THE CERTIFICATE: When the intention is to reinstate the exact same certificate (with same issue number, same validity, etc.).
Examples: pending payment of audit fee, pending investigation following a food/product safety incident, when a non-conformity is identified during the audit of a head office / central management, affecting all companies linked to it
NOTE: It may happen that a suspended certificate will not be reinstated, e.g., company fails to complete corrective actions following a failed Food Safety Check or Integrity On-site Check or food safety incident/recall.

d) WITHDRAWAL OF THE CERTIFICATE: When it is neither intended nor possible to reinstate the exact same certificate (with same issue number, same validity, etc.).
Examples: cancellation of certification contract with immediate effect, when KO and/or Major non-conformity(ies) is/are issued, false statement on certificate which may jeopardize the IFS certification status, in case the production stopped and moved to a new location.
NOTE: after a new initial audit, it is expected that a new certificate will be issued resulting in a new issue number and new validity.

e) EXCEPTIONAL CIRCUMSTANCES: In case a certified company is affected by exceptional circumstances, such as a pandemic situation, political conflict, natural disaster or other extraordinary event, CU shall evaluate the impact of the situation on the validity of the current certificate and determine whether additional actions are required.
In case a situation affects an ongoing audit, CU may contact IFS Standard Management for further guidance.
Where applicable, the corresponding exceptional circumstance may be registered in the IFS Database.

7. NOTIFICATION OF CHANGES AND INCIDENTS

During the certification cycle, the company shall inform CU of any changes that may affect its ability to comply with the certification requirements, including but not limited to:

- Any legal entity name change.
- Any production site location change.
- Changes in organization and management.
- Changes in contact details.
- Significant changes to products, production processes and/or the production environment.
- Introduction of new products or processes not covered by the current certification scope.
- Any other change that may affect the scope, validity or certification status.

Additionally, the company shall inform CU within three (3) working days in the following situations:

- ✓ Any product recall for food safety and/or food fraud reasons.
- ✓ Any visit from authorities which results in mandatory action because the product presents a food safety hazard.

The company shall provide all relevant information related to the incident and cooperate with CU during the evaluation and investigation process.

Failure to notify CU of significant changes or incidents may affect the certification status of the company.

8. LOGO

IFS Management GmbH fully owns the copyright of all IFS Publications and the registered trademark.
The appropriate use of the logos will be assessed by the auditor during the audit. The client shall comply with the Terms and conditions for using the IFS Logos and communication about the IFS Certification/Application. The results of this check will be described in the company profile of the audit report as a compulsory field.
If the auditor identifies that the company does not fulfill these terms and conditions, IFS will be informed and will act as its discretion; in addition, the sanctions indicated in document P12.CONTR.A02: CU General Rules for Certification (Annex 1, literal d) will be applied.

8.1. TERMS AND CONDITIONS FOR USING THE IFS LOGOS AND COMMUNICATION ABOUT THE IFS CERTIFICATION/APPLICATION

a) The IFS Logos shall be downloaded via the secured section of the IFS database.
b) Only the latest version of the IFS Logos shall be used.
c) The companies shall only use the logo of the standard(s) it is certified for.
d) The IFS Logo(s) shall comply with the form and color of the scale drawing.

e) If used in documents, black and white print is also permitted.
f) The respective logo can be used from the announcement of the certification until the end of the certification validity.
g) The IFS Logo(s) can be used in print, electronic form and in films, if the form and format are fulfilled. The same conditions apply to the use of the logo(s) as a stamp.
h) When the IFS Certified Production Site publishes documents bearing the IFS Logo(s), comments and interpretations referring to IFS shall be clearly identifiable as such.
i) The IFS Logo(s) shall **NOT** be displayed on the product itself, primary packaging of the product/ on product wrapping, or any kind of advertising document likely to reach the end-consumer (e.g., intercompany sales packaging, public exhibitions for end consumers, product specific brochures for end consumers, etc.).
j) The logo(s) can only appear on a website section related to quality management or to quality and safety in general.
k) It shall not be used for any kind of business-to-consumer marketing.
l) It shall be clear that all information concerning certification clearly refers to IFS.
m) The IFS Logo(s) shall not be used in presentations that have no clear connection to IFS.
n) An IFS Certified Production Site, which accepts IFS Certificates from its suppliers or service providers (brokers, logistics service providers or wholesalers), may use the general IFS Logo for promotional reasons and publish information about IFS Certification. If they have no certification of their own, it shall be clearly stated that the company supports or works with IFS Certified Companies. Any kind of use that gives the impression that the company itself is certified is not accepted.
o) The IFS Logo(s) shall not be used in any way that may imply that IFS Management GmbH is responsible for the certification decision.
p) In case of suspension or withdrawal of the IFS Certificate, the assessed production site and company have to immediately stop including the IFS Logos on their documents and/or website.
q) In case of exclusion regarding the audit scope, the IFS Logo may continue used, but the following claim shall be written at the bottom: “Some products are excluded from the scope of the IFS Audit. Exclusion details can be provided upon request.” It is also possible to list only those products that fall under the respective IFS Certification.
r) All the rules mentioned above apply to any communication regarding the IFS Standards. This also means that it is not allowed to use the wordmarks “IFS”, “International Featured Standards”, or “IFS plus name of standard/Global Markets program” or similar on finished products which are available to the end consumer.

9. IFS Integrity PROGRAM

a) IFS Integrity On-site Checks are carried out to evaluate IFS certified sites and can be organised risk-based or following complaints. In general, the Integrity On-site Checks are carried out unannounced (announcement 30 minutes before the start).
b) Production sites with a valid IFS Certificate shall accept an unannounced/announced Integrity On-site Check and shall give access and support to the commissioned integrity auditor. The acceptance of the IFS Integrity Program is part of the requirements of all IFS Standards.
c) If, during an IFS Integrity On-site Check, a Major or KO non-conformity is identified based on objective evidence, this has the same impact on the current IFS Certificate as during a regular IFS Audit.
d) If the production site denies the IFS Integrity Auditor access to the production site, this needs to be considered as a breach of the contract, which typically leads to the withdrawal of the current IFS Certificate.

10. CHANGE CONTROL

No. version and date	Description
Version 1.0; 15/08/2022	First version of the document.
Version 1.1; 17/06/2024	Adding the IFS PACsecure v3 standard (1.b.7 & 1.b.8)

Version 1.2; 31/10/2025	Remove information from previous versions and add some points from new versions. Changes highlighted in grey.
Version 1.3; 13/07/2026	Update of Sections 5.2; 6.1: 6.2.1.b); 6.9.e) and 7