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CERTIFICATION INSTRUCTION NUMBER	C-13.06CB.04
ISSUE BY	Manolis Geneiatakis Date of issuing: 2013-05-30
TYPE OF INSTRUCTION	<input type="checkbox"/> Immediate Implementation <input checked="" type="checkbox"/> Information <input type="checkbox"/> Interpretation <input type="checkbox"/> FAMI-QS Awareness
APPLICABLE FOR	<input checked="" type="checkbox"/> Certification Bodies <input type="checkbox"/> Feed Business Operator <input type="checkbox"/> Accreditation Bodies <input type="checkbox"/> Authorized Training Starting date:
PURPOSE	Implementation of the Rules for Certification Bodies V7
SUBJECT	Auditing Time Calculation – Table modification

CERTIFICATION INSTRUCTION	<p>Due to a number of comments regarding the auditing time Calculation clause 3.1.1, that we have received following the publication of the Rules for Certification Bodies Version 7, we have modified the table in order for a clearer and more transparent implementation to be achieved.</p> <p>The Rules' Version 7 will be updated with the new table. The Rules' version will remain the same.</p> <p>New table:</p> <table border="1"> <thead> <tr> <th>A</th> <th>B</th> <th>C</th> <th>D⁽⁴⁾</th> <th>E⁽⁴⁾</th> <th>F</th> </tr> </thead> <tbody> <tr> <td>Basic audit time For producers: 1 manufacturing process⁽¹⁾ For traders: 1 product category⁽²⁾</td> <td>For producers: For each additional manufacturing process⁽¹⁾ For traders: For the total number of additional product categories⁽²⁾</td> <td>For producers and traders: For the total number of assured / non-assured sources⁽³⁾</td> <td>In absence of certified relevant management system</td> <td>Number of employees</td> <td>For each additional site visited, operating similar manufacturing processes</td> </tr> <tr> <td>1.5 day</td> <td>0.5 day</td> <td>Assured: 0-50: 0 day 51-100: 0.25 >100: 0.5 Non-assured: 0-30: 0 day 31-60: 0.5 61-100: 0.75 >100: 1</td> <td>0.25 day</td> <td>1 to 19 = 0 day 20 to 49 = 0.5 50 to 79 = 1.0 80 to 199 = 1.5 200 to 499 = 2.0</td> <td>50 % of minimum on site audit time</td> </tr> </tbody> </table>	A	B	C	D ⁽⁴⁾	E ⁽⁴⁾	F	Basic audit time For producers: 1 manufacturing process ⁽¹⁾ For traders: 1 product category ⁽²⁾	For producers: For each additional manufacturing process ⁽¹⁾ For traders: For the total number of additional product categories ⁽²⁾	For producers and traders: For the total number of assured / non-assured sources ⁽³⁾	In absence of certified relevant management system	Number of employees	For each additional site visited, operating similar manufacturing processes	1.5 day	0.5 day	Assured: 0-50: 0 day 51-100: 0.25 >100: 0.5 Non-assured: 0-30: 0 day 31-60: 0.5 61-100: 0.75 >100: 1	0.25 day	1 to 19 = 0 day 20 to 49 = 0.5 50 to 79 = 1.0 80 to 199 = 1.5 200 to 499 = 2.0	50 % of minimum on site audit time
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	<p>A: Basic audit time for producers or traders of specialty feed ingredients and their mixtures.</p> <p>B: Additional auditing time for additional manufacturing processes or total additional traded product categories</p> <p>C: Additional auditing time based on the total number of assured/non-assured sources.</p> <p>D: Additional auditing time in absence of relevant certified systems.</p> <p>E: Additional auditing time in absence of relevant certified systems according to the number of employees.</p> <p>F: Auditing time reduction for additional sites operating similar manufacturing processes.</p> <p>Note: In the event that a company is a producer and a trader (in the sense that it sells products other than the ones it produces), this activity shall be taken into account as an additional process amounting to +0.5 day. The 0.5 covers the total number of product categories.</p>
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