

## 1. Application

For you to be able to apply for certification, you must first have registered with Rainforest Alliance via <https://www.rainforest-alliance.org/business/get-started/> and received approval. After that, you can apply for an agreement for certification according to Rainforest Alliance Supply Chain standard for the certification itself via contact with our customer service [se.info@kiwa.com](mailto:se.info@kiwa.com) or via +4618-17 00 00.

## 2. Agreement

The agreement is signed by both parties after the quote for the assignment has been approved. The agreement is valid until further notice, but can be terminated in writing with two months' notice at any time of the year.

## 3. Booking of audit

One of Kiwa's auditors will contact you and make an appointment for an audit.

## 4. Audit visits

The audit reviews the requirements of the standard and, among other things, examines documentation and routines for the company's operations and how the business work in practice.

## 5. Correcting flaws

If it turns out that you do not meet the requirements for all points, you have a maximum of 12 weeks to correct any deviations and report the measures taken.

## 6. Review of the audit report and decisions

When all possible deviations are extinguished after the audit, the report is submitted to a reviewing auditor. The auditor reviews the report and makes decisions about certification and reports to the Rainforest Alliance. If the company is not approved, a new audit can be carried out when current deficiencies have been remedied.

## 7. Certificate

If the decision is positive and the company is approved, a certificate is issued by the Rainforest Alliance. Then you can start marketing the company and the products as certified. The certificate is valid for three years.

## 8. Billing

We send an invoice for the certification cost in accordance with the quote.

## 9. Continued certification

During the period of validity of the certificate, surveillance audits are carried out and before the certificate expires, a recertification audit is carried out.

## 10. If the requirements are not met after the certificate has been issued

A certificate may be revoked if the conditions of the standard are not met.

## 11. Extension/change of certification

If the company changes its handling of open food, a new audit may be needed. If you want more certifications of the company, we are happy to help you with them as well.

Please contact Kiwa for more information, [se.info@kiwa.com](mailto:se.info@kiwa.com) or +4618-17 00 00