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	<b>Technical product specification for the certification and communication of vegan products aimed at informed consumers.</b>	

## 1. AIM AND FIELD OF APPLICATION

The aim of this document is to define the requirements for certifying and communicating products aimed at Vegan consumers who wish to make informed purchases. This awareness depends on an in-depth knowledge of the product's origin, processing and ethics etc.

This certification can be applied to agricultural food products, cosmetics, textiles and clothing obtained from one or more production units and already in possession of another certification trademark.

The certification procedure is divided into three levels:

- The first level means that the product and packaging must be free of animal origin ingredients,
- The second level means that the product and packaging and the agricultural production process and equipment must be free of animal origin ingredients (e.g. blood, bone, manure etc.),
- The third level means that the product and packaging must be free of animal origin ingredients as well as the agricultural production process and equipment (e.g. no blood, bone, manure etc.) and all the general processing equipment too (e.g. no leather gloves, bristle brushes etc.).

Another statistic that must be highlighted is the percentage of Qualità Vegana certified products in relation to the company's total product count.

For agricultural food products, if requested, the field of application can be extended by verifying raw food requirements too.

## 2. ADDED VALUE.

The added value of this kind of certification is that of providing Vegan consumers (and the intermediate components of the commercial production chain) all the information they require to allow them to make informed purchases, as explained previously.

Moreover, for raw food consumers, the temperature reached by the product during production and processing is also certified (the temperature should never rise above 42-46°C).

The information regarding the products should be published in a free access website that can be updated in real time.

## 3. DEFINITIONS and ABBREVIATIONS.

**Organisation:** all or part of a public or private, share or non share capital association, company, corporation, enterprise, or body with its own divisions and administration that work together to train staff, and market and supply the product indicated in the *Field of Application*.

**Requesting body:** the Organisation requesting certification.

**Licensee:** the Organisation the certificate of conformity has been issued to.

**Vegan product:** a product that excludes any substance of animal origin from all its production phases, even if the said substances are obtained without sacrificing and/or harming animals.

**Raw foodism:** is a dietary practice that involves eating only uncooked and unprocessed food.

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**Website:** a set of related web pages, or more precisely a hypertext structure of documents that resides, via hosting, on a web server and can be accessed by users via a web browser on the Internet World Wide Web by entering the respective url or IP address.

#### 4. REFERENCE DOCUMENTS.

For a list of reference documents, see **Appendix QV-B01**.

#### 5. REQUIREMENTS TO BE CERTIFIED and COMMUNICATION PROCEDURE.

For the requirements to be certified, see **Appendix QV-B02**

For the communication procedure, see **Appendix QV-B03**

#### 6. CERTIFICATION PROCEDURE

##### 6.1 EXAMINATION OF DOCUMENTS REGARDING THE PRODUCT, ITS COMPONENTS AND ANY PRODUCTION AND PACKAGING AIDS.

An organisation requesting certification with this set of regulations, should send all the documentation testifying to the formal approval of the requirements to be certified, so they can be checked.

In brief, the company should send:

- a list of the products to be certified and their qualifications (e.g. organic product in compliance with Reg. CE 834/2007, AIAB certified product, SoCert certified product , Qualità Reale certified product) (*first certification level*),
- a list of the components in each product and their relative specification sheets (*first certification level*),
- a list of the production aids used for each product and their relative specification sheets (*first certification level*),
- the equipment used during production (*second certification level*),
- the equipment used during processing (*third certification level*),
- a description of the processing method for each product. More specifically, for agricultural food products this means indicating the temperature reached during processing,
- a list of the components in the primary and secondary product packaging and their relative specification sheets (*first certification level*),
- a declaration stating that all the components and production aids used are not genetically modified (GMO),
- the number of certified products, or products being certified, in relation to the company's total product count.

##### 6.2 ELEMENTS REQUIRING INSPECTION

During inspections at the requesting body's premises, the following are assessed:

- the actual presence of documentation that has been forwarded and/or published on communication websites,
- that the organisation of the company can maintain conformity of the products to be certified,

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- inspection of the mass balance in terms of production infeed and outfeed for certified products. For agricultural food products the effective temperature reached during processing,
- update times in communication websites for information regarding products to be certified.

### 6.3 NUMBER AND DURATION OF INSPECTIONS

The number and duration of inspection visits should be indicated in the quotation issued to the requesting body. Inspection visits should include the requesting body's sub-suppliers.

### 6.4 TESTS AND CHECKS.

The Organisation must include in its self-check system, a suitable analysis plan for all production process and product composition key elements. The certification body will test the precision and efficiency of this plan using samples and analyses made in its own qualified laboratories.

In the event of analytical tests, laboratories with accredited tests must be used in compliance with the UNI CEI EN 17025:2005 standard (General requirements for the competence of testing and calibration laboratories).

## 7. PRODUCT IDENTIFICATION.

### 7.1 Certification trademark

The use of the **Qualità Vegana** certification trademark is regulated as outlined in **Appendix QV-B04**.

The use of the trademark is voluntary.

### 7.2 Declaration of conformity

All the info material, advertising and documents that contain references to the voluntary **Qualità Vegana** certification obtained, must refer only to the products that have been certified and approved by éQ studio srl.

## 8. MANAGING NON CONFORMITIES, CORRECTIVE ACTIONS AND COMPLAINTS

This refers to existing company procedures that can be adopted for all the products covered by this specification.

Every time a non conformity is registered or a complaint regarding the characteristics stipulated in this certification, the certification body must be informed.

## 9. PRODUCT SPECIFICATION APPENDICES

The latest versions of the appendices are included in **Appendix QV-B00**.

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**Specifica tecnica di prodotto per la certificazione e la comunicazione dei prodotti vegani destinati ai consumatori consapevoli.**

**Allegato QV - B00 – LIST OF APPENDICES**

List of Appendices with revision number and issue date

Code	Name	Issued	Rev.	Date
B01	REFERENCE DOCUMENTS.	01	00	04 July 2012
B02	REQUIREMENTS TO BE CERTIFIED	01	00	04 July 2012
B03	COMMUNICATION PROCEDURE	01	00	04 July 2012
B04	USE OF CERTIFICATION TRADEMARK	01	00	04 July 2012

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**Allegato QV - B01 – REFERENCE DOCUMENTS**

**Reference documents:**

- (EU) REGULATION N. 1169/2011 OF THE EUROPEAN PARLIAMENT AND COUNCIL of 25th October 2011 on the provision of food information to consumers.
- UNI CEI EN 45011 (1999) – General requirements for bodies operating product certification systems.
- UNI EN ISO 9000:2005 – Quality Management Systems – Fundamentals and Vocabulary.
- UNI CEI EN 45020:2007 – Standardisation and related activities – General vocabulary.
- UNI EN ISO 19011:2012 – Guidelines for management system audits.

**Certification body documents:**

- Product certification regulations.
- Contract.

The reference documents listed above refer to the versions in force when this document is issued.

In any case, the versions of the reference standards applied will be those in force when certification activities are carried out.

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**Allegato QV - B02 – REQUIREMENTS TO BE CERTIFIED**

The requirements to be certified are the following:

- No use, in certified products, of components or production aids of animal origin (*first certification level*);
- No use, in certified products, of primary or secondary packaging with components and production aids of animal origin (*first certification level*);
- No contact, in the entire production cycle, with products of animal origin (*second certification level*);
- No contact, in the entire processing cycle, with products of animal origin (*third certification level*);
- No use, in the entire production cycle, of genetically modified organisms (GMO),
- In the case of raw food products, the temperature reached during production and processing must not exceed 42-46°C,
- All information regarding certified products communicated on websites must be kept regularly updated.

The certification trademarks that the products must already have are:

**Agricultural food products.** BIO certification in compliance with Reg. CE 834/2007, or Qualità Reale certification ;

**Cosmetic products or detergents.** AIAB certification, SoCert certification or Qualità Reale certification;

**Textile or clothing products.** Qualità Reale certification.

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**Allegato QV - B03 – THE PROCEDURE FOR COMMUNICATING INFORMATION**

The procedure for communicating information via one or more websites should be the following:

- Decision to use the Qualità Reale website ([www.qualitareale.org](http://www.qualitareale.org));
- Decision to use, also or alternatively, a company, association or consortium etc. website;
- Publish the following information:
  - A list of the certified products and its components,
  - Accreditation (Qualità Vegana, BIO, DOP, IGP, STG and other) of the certified product components,
  - Geographic origin and certified product component specification sheet,
  - Product production aid specification sheet,
  - Description of certified product processing methodology (in the description it is not obligatory to stipulate how far this complies with reserved company know-how ),
  - Declaration or certification of *no GMO products* in certified product components,
  - Description of primary and secondary packaging,
  - Primary and secondary packaging component specification sheet,
  - Primary and secondary packaging production aid specification sheet,
  - Laboratory analyses of products and packaging ,
  - In the case of raw food products, the maximum temperature reached during production and processing,
  - Any other information considered interesting for communications.
- Information must be updated at least every fortnight.

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	<b>- Allegato QV - B04 – UTILIZZO DEL MARCHIO DI CERTIFICAZIONE</b>

The packaging of certified products can feature the following trademarks:



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