



AGREEMENT

between

Grazing Foundation [*Stichting Weidegang*]

and

[name]

regarding certification and checking work for use of the Meadow Milk Logo by Meadow Dairy
Companies

AGREEMENT

The undersigned:

1. the foundation with full legal competence **GRAZING FOUNDATION (STICHTING WEIDEGANG)**, having its registered office at [address] (“the Foundation”), lawfully represented in this matter by [name]; and
 2. [name], having its registered office at [address] (the “CB”), lawfully represented in this matter by [name],
- hereafter referred to collectively as the “**Parties**” and individually as the “**Party**”;

WHEREAS:

- A. the object of the Foundation is to encourage and support dairy farmers in the Netherlands to pursue grazing;
- B. the Meadow Milk Logo expresses that the Meadow Farm Milk that is processed into Meadow Dairy Products is stored, transported, processed, refined and packed separately from normal farmers’ milk and originates from cows that enjoy Grazing;
- C. a Meadow Dairy Company may use the Meadow Milk Logo for the dairy products for which a Grazing Certificate has been issued;
- D. the Foundation wants to have the issue of Grazing Certificates to Meadow Dairy Companies, the associated Approval Audits and the subsequent (interim) Audits and Rectification Audits undertaken by independent organisations that are accredited on the basis of NEN-EN-ISO/IEC 17065;

agree as follows:

Article 1 – Definitions

This Agreement uses the definitions contained in Article 1 of the General Terms and Conditions for Grazing and Meadow Dairy Products of the Grazing Foundation (*Stichting Weidegang*).

Article 2 – General Terms and Conditions

The General Terms and Conditions for Grazing and Meadow Dairy Products of the Grazing Foundation and the Integrity Program each form an inseparable part of this Agreement. The General Terms and Conditions are attached hereto as Annex 1. In the event of any discrepancy between the General Terms and Conditions and a provision in this Agreement, the provision in this Agreement will take precedence.

Article 3 – Professional competence

1. The CB holds NEN-EN-ISO/IEC 17065 accreditation or it has applied for such accreditation while on the date of the entering into of this Agreement and it can be reasonably expected that such accreditation will be granted within one (1) year after such date. The Audit work can be demonstrated to be performed in accordance with that accreditation or if the accreditation has been applied for but not yet been granted, as if such accreditation has been granted.
2. The CB satisfies all more detailed requirements for professional competence on the part of the auditors, reviewers and others who will be used, as set out in Annex 2 to this Agreement.
3. The Foundation may reasonably impose more detailed requirements on the quality and education of the auditors and reviewers working for the CB.

Article 4 – Performance of certification and checking work

1. The CB will arrange for the complete performance of the Audit work for the purpose of issuing or ensuring the validity of the Grazing Certificate or the Audit work in relation to [part A (Affiliated Dairy Farmer Audit), and part B (Milk Transportation (*RMO*) Audit) and part C (Audit of production site) of the Grazing Certificate], which will include but is not confined to applications, Approval Audit, (interim) Audits, Rectification Audits, reports, rectification measures, penalties and the issue/revocation/suspension of the Grazing Certificate or partial certificate. During the existence of this Agreement the Audit work in relation to the parts to which it shall be performed may be amended and/or reduced or extended to the other parts by way of a written statement to that effect by the Foundation and the CB. This Agreement shall in that case be deemed to have been so amended and/or reduced or extended as from the date of such statement.
2. The CB undertakes to carry out tests for the provisions set out in Annex 3 during Audit work and to comply with the agreed procedures during such tests.

3. The Audit work that the CB will perform for a company that wants to obtain a Grazing Certificate will always be based on a Certification Agreement between the CB and the company, in accordance with the General Terms and Conditions, NEN-EN ISO/IEC 17065 and this Agreement, including its Annexes.
4. The CB and the company that wants to acquire a Grazing Certificate will agree between themselves a fee for all the work done by the CB. The CB will use a reasonable set of rates and apply this uniformly.
5. The CB will allow and fully cooperate in the application and implementation of the Integrity Program.

Article 5 – Recording of data

1. The Audit work and also the consequent reports must be recorded by the CB in a confidential register. The more detailed recording requirements to be observed by the CB are set out in Annex 4.
2. When collecting and processing data in terms of this Agreement or a Certification Agreement, the CB will act in accordance with the privacy legislation applicable in the country where the CB is based, as described in Article 12 of the General Terms and Conditions.
3. If the Meadow Dairy Company terminates the Certification Agreement with the CB and concludes a Certification Agreement with another Certifying Body, the initial CB will be obliged to transfer the data concerning the Meadow Dairy Company and its Affiliated Dairy Farmers from the confidential register to that new Certifying Body, when asked to do so by the new CB.

Article 6 – Reports and duty to provide information

1. The CB will appoint an employee as a coordinator with responsibility for the Audit work and who will also be a contact for day-to-day contacts with the Foundation. The duties of the coordinator may be undertaken by either an auditor or a reviewer. A by the Foundation's Executive Board appointed person will be the contact on behalf of the Foundation.
2. If the CB concludes a Certification Agreement, it will immediately send a copy of this to the Foundation. This obligation also applies in relation to the agreed Control Plan and for any material amendment to a Certification Agreement or a Control Plan.
3. Each year, no later than 1 April, the CB will send to the Foundation a report on the activities of the previous calendar year. Annex 4 contains the substantive requirements for these reports. There will be a consultation once each year at board level between the CB and a by the Executive Board appointed person, following upon the annual report.
4. If the Executive Board considers this to be reasonably necessary, the CB will be obliged to report and/or to provide additional information more frequently.
5. The Foundation is obliged to observe confidentiality in relation to commercial data provided by the CB, with the exception from the data on the Grazing Certificate.

Article 7 – Harmonisation meetings

1. The Foundation will organise harmonisation meetings for CBs once each year, with a view to safeguarding quality and uniformity. The CB is obliged to delegate a representative(s) to such meetings, including at least the coordinator of the CB. Each CB shall discuss the presented material and the results of this meeting with all relevant staff afterwards and keep records of attendance to these meetings. The coordinator of the CB shall facilitate these meetings.

Article 8 – Complaints

1. The CB must maintain a register of complaints, as prescribed in the NEN-EN ISO/IEC 17065 standard.
2. If the Foundation receives a complaint about the CB or suspects that the CB is acting in breach of this Agreement in the course of the Audit work, then the Executive Board will be authorised to instigate a more detailed investigation. The CB will then be obliged, so far as legally permissible, to cooperate in such an investigation, which is also understood to include handing over information that may be of relevance to the investigation.
3. If the Executive Board declares the complaint or suspicion to be well-founded, after investigation as referred to in Article 8.2, the Foundation will be entitled to terminate this Agreement without judicial intervention and without the CB being entitled to any form of compensation under or in terms of this Agreement or any one or more Certification Agreements that the CB has concluded. The Foundation may also draw the attention of any accreditation board in the country where the CB is based to such complaints or suspicions.

Article 9 – Disputes

1. Any disputes that may arise between the Meadow Dairy Company or an Affiliated Dairy Farmer on the one hand and the CB on the other hand will be settled on the basis of Dispute Regulations adopted by the CB, which are attached to this Agreement as Annex 5. The CB is obliged to consult the Foundation in relation to any proposed amendments to these regulations.
2. Any disputes that may arise between the CB on the one hand and the Foundation on the other hand will be determined on the basis of the Dispute Regulations which are attached as Annex to the General Terms and Conditions.

Article 10 – Changes to the Audit work

1. The Executive Board will consult the CB on any proposed changes to the General Terms and Conditions that pertain to the Audit work. The CB will be obliged to comply with or implement such changes from their effective date.
2. The Foundation is entitled to amend the contents of Annexes 2 to 4 inclusive following consultation with the CB, for example, but not limited to, pursuant to and in accordance with an amendment and/or reduction or extension of this Agreement as referred to in Article 4.1. The Executive Board will inform the CB in good time about any proposed changes. The CB will be obliged to comply with or implement such changes from their effective date.
3. In addition, the Foundation and any CB may agree in writing on any amendments to the contents of Annexes 2-4 inclusive which shall only apply between the Foundation and such CB but not to other CB's.

Article 11 – Costs and liability

1. The CB is due an annual payment (contribution for CB's) to the Foundation as specified in article 15 of the General Terms and Conditions.
2. The Executive Board fixes the amount of the payment each year on the basis of general expenditure, as specified in greater detail in Article 15 of the General Terms and Conditions. The CB may terminate this Agreement with immediate effect if the annual payment is increased.
3. If the CB fails to meet said payment obligation, or fails to do so on time or fully, the Foundation will be entitled to suspend this Agreement (and the rights and obligations it contains) until the CB has fully complied with its payment obligation.
4. This Agreement does not create any financial obligations between the two Parties, except the contribution as mentioned in paragraph 1 or unless otherwise explicitly agreed.
5. The Parties have no liability towards each other for any damage arising from or connected with this Agreement.
6. The CB indemnifies the Foundation in respect of any form of damage sustained by the CB, Meadow Dairy Companies or Affiliated Dairy Farmers arising from or connected with the Certification Agreements concluded by the CB.
7. The CB guarantees that it has business and professional liability insurance on normal market terms, and will submit to the Foundation, upon its request, a copy of the policy or a statement from its insurer relating to these insurances.

Article 12 – Duration of the Agreement

1. Without prejudice to Article 12.2 and Article 12.3 hereof, this Agreement is entered into for an indefinite period, but may be cancelled in writing by either of the two Parties; cancellation is only effective in relation to a subsequent calendar year if given at least 2 months before the end of the current calendar year.
2. Following changes as specified in Articles 10.1 and/or 10.2, the CB may terminate the agreement in writing, subject to observing a notice period of two months after the effective date of the change in question.
3. This Agreement will terminate by operation of law at the earlier of
 - (i) CB losing its accreditation under NEN-EN-ISO/IEC 17065;
 - (ii) if in case on the date on which this Agreement was entered into the CB had applied for the accreditation which had not yet been granted, the date on which the authorities have confirmed in writing to the CB that the application has been refused or, if earlier, the date of the first anniversary of this Agreement if at such anniversary the accreditation has not been granted;
 - (iii) if terminated in accordance with and or pursuant to the Integrity Program.

Article 13 – Final provisions

1. This agreement is governed by Dutch law.
2. The language to be used by the Parties to this Agreement is English; the Agreement will also be implemented in English, which will include the resolution of disputes as defined in Article 9 of this Agreement, unless both Parties have a command of Dutch and determine by joint agreement that the language to be used will be Dutch.

as evidence whereof:

this Agreement is signed in duplicate in accordance with the following provisions:

Grazing Foundation [*Stichting Weidegang*]

.....[CB]

lawfully represented for this transaction by

lawfully represented for this transaction by

..... [name]

.....[name]

on.....[date]

on.....[date]

Annex 1: General Terms and Conditions for Grazing and Meadow Dairy Products, of the Grazing Foundation

Annex 2: More detailed requirements on professional competence, CB

Assessments, Inspections and Audits must be performed in an expert manner. Employees who undertake assessments and inspections must be trained and qualified to that end.

The following steps are distinguished as regards the qualification of employees for performing assessments:

- education of employees;
- assessment of theoretical and practical knowledge/competence on the part of employees and granting them authorisation;
- maintaining knowledge and skills at an appropriate level over the course of time;
- periodical testing of theoretical and practical knowledge/competence.

Auditor

Auditors who are educated at Dutch MBO level or a comparable level in the country where the CB is based may be instructed to undertake controls of dairy companies if their education has been in a relevant discipline and if they have demonstrable experience. Auditors who are educated at at least Dutch HBO level or a comparable level in the country where the CB is based should be instructed to undertake audits of transportation, dairy factories and further links in the supply chain if their education is in a relevant discipline and if they have demonstrable experience.

Reviewer

The reviewer assesses all control findings and rectification measures. Based on this assessment, the reviewer identifies what measures should or should not be taken against the company. The reviewer is also responsible for the decision on certification. The reviewer must be educated at at least Dutch HBO standard or a comparable level in the country where the CB is based, and is demonstrably competent and responsible for this certification decision taken for the certification scheme for dairy products. The reviewer taking the decision may not undertake audit work for the same company.

Education programme

The CB will also provide adequate internal education for the auditors and reviewers. The education programme must provide a proper understanding of the most current certification scheme for dairy products, including the conditions, the interpretation of the control questions, the use of the checklists appropriate to the conditions and the control reporting. The education or further education programme should also draw its participants' attention to any amended on new regulations that are of significance to the link in the supply chain where that individual operates. The programme should be appropriate to the educational level of the employee in question. If asked, the CB should be able to demonstrate that the education programme is being provided to an adequate extent.

Annex 3: Further provisions and procedures for Audit work

Grazing Certificate part A: Assessment criteria for assessment of the Control Plan

- A.1. Has the Meadow Dairy Company provided an adequate description of relevant policies and definitions and has the scope and purpose of the Control Plan been defined?
- A.2. Is an adequate procedure in place to register Affiliated Dairy Farmers?
- a) Are intent statements of Affiliated Dairy Farmers obtained timely and in advance and do they clearly state the type of Grazing applied and the registration option chosen by the farmer?
- A.3. Is an adequate private written or electronic register to process the data on the Affiliated Dairy Farmers and the other Meadow Dairy Companies from which Meadow Farm Milk is purchased available?
- a) Does the register include at least the data referred to in article 5.2 of the General Terms and Conditions?
- A.4. Has the Meadow Dairy Company imposed requirements on the business set-up of the Affiliated Dairy Farmer with regard to Grazing and associated aspects of Control, thus providing the guarantee that the Affiliated Dairy Farmer does in fact apply Grazing?
- a) Does this include the requirement that the grazing season of Affiliated Dairy Farmers begins no later than 15 June?
- b) Does this include a provision that herd grazing is only permitted when the Affiliated Dairy Farmer opts for flexible implementation of grazing using a measurement system for registration of individual cow grazing time, which has been approved by the Grazing Foundation?
- c) Does this include a provision that partial herd grazing is not permitted?
- d) Does this include the Affiliated Dairy Farmers obligation to maintain a system in which the Grazing is registered?
- A.5. Has the Meadow Dairy Company implemented adequate procedures for facilitating, processing and checking the Grazing registrations of Affiliated Dairy Farmers?
- a) For flexible implementation of grazing: does the Meadow Dairy Company provide an adequate central registration system to its Affiliated Dairy Farmers and has the Meadow Dairy Company implemented adequate procedures to obtain and assess the information following from the central registration system or from approved measurement systems for registration of individual cow grazing time?
- A.6. Is the work of the unannounced and announced Inspections of Affiliated Dairy Farmers carried out in accordance with an Audit Schedule and does this Audit Schedule ensure that all Inspections will be carried out during the grazing season?
- a) Are Inspections carried out in such a way that the grazing practice of Affiliated Dairy Farmers is assessed on the basis of the assessment criteria laid down in the Assessment criteria for Inspections of Affiliated Dairy Farmers of this Annex?
- b) Is a procedure in place that ensures that Inspections of Affiliated Dairy Farmers who make use of flexible implementation of grazing are planned during the days and times when the cows will be grazing?
- c) Does the Audit Schedule ensure that the following minimum of Inspections are carried out per year?
- i) at least 10% of all Affiliated Dairy Farmers is selectively inspected based on a risk assessment by the Meadow Dairy Company. These selective assessments take place unannounced during the grazing season and are carried out by a Certifying Body that is affiliated with the Foundation;
- ii) at least 15% of all Affiliated Dairy Farmers is inspected by a Certifying Body that is affiliated with the Foundation; and
- iii) at least 15% of all Affiliated Dairy Farmers is inspected by a Certifying Body that is affiliated with the Foundation or by the Meadow Dairy Company.
- d) Does the Meadow Dairy Company have an adequate procedure in place to identify High-risk Affiliated Dairy Farmers?
- e) Does the Meadow Dairy Company have an adequate procedure in place to follow-up Inspections that lead to the findings 'doubt', 'incomplete' or 'not approved'?
- A.7. Has the Meadow Dairy Company implemented a sanctions policy that imposes a penalty for dairy farmers who have applied for the status of Affiliated Dairy Farmer and are registered as such if they do not practice grazing in accordance with the definition of Grazing in the General Terms and Conditions?

- A.8. Does the Meadow Dairy Company take measures ensuring that Meadow Farm Milk is not mixed with other farm milk, either by the Meadow Dairy Company itself or by a third party it instructs for this purpose?
- A.9. Is there a documented procedure for reporting any relevant changes to the Certifying Body?
- A.10. Has the Meadow Dairy Company performed a risk analysis to assess the risks of mixing Meadow Farm Milk with other farm milk; are the critical issues described and are the risks demonstrably controlled?

For the assessment of the Control Plan of small scale dairy establishments (*boerderijzuivelbereiders*) that do not obtain raw farm milk externally, the assessment criteria A.1. to A.10. are not applicable.

Grazing Certificate part A: Assessment criteria for Audit of Affiliated Dairy Farmers

- A.11. Is an approved control plan available?
- A.12. Is an up-to-date and compliant register available listing Affiliated Dairy Farmers that supply or have supplied Meadow Milk, and are any changes shown clearly?
- A.13. Are the grazing records of the Affiliated Dairy Farmers available for inspection, and do these records show that the requirements with respect to Grazing are met?
- A.14. Have Affiliated Dairy Farmers signed an intent statement?
- A.15. Have Affiliated Dairy Farmers mentioned timely and in advance which type of grazing is selected?
- A.16. Are farms selected for Inspection and Inspected conform the requirements?
- A.17. Is the minimum number of inspected Affiliated Dairy Farmers achieved?
- A.18. Are, where applicable, sanctions carried out in the right way?
- A.19. Has, where applicable, actions been taken based on the former Audit findings or Audit Report?
- A.20. Is there a documented procedure for reporting any relevant changes to the Certifying Body?

For the Audit of Affiliated Dairy Farmers of small scale dairy establishments (*boerderijzuivelbereiders*) that do not obtain raw farm milk externally, the following assessment criteria are not applicable: A.12.; A.14.; A.15.; A.16.; A.17.; A.18.; A.20.

Grazing Certificate part A: Assessment criteria for Inspections of Affiliated Dairy Farmers

See Annex 3 of the General Terms and Conditions for Grazing and Meadow Dairy Products of the Grazing Foundation.

Grazing Certificate part B: Assessment criteria for Audit of Milk Transportation (RMO)

General

- B.1. Is there a flow diagram for the transportation of Meadow Milk, and does this reflect actual practice?
- B.2. Has the Meadow Dairy Company performed a risk analysis to assess the risks of mixing Meadow Milk with other milk during transportation; are the critical issues described and are the risks demonstrably controlled?
- B.3. Are the competences and responsibilities of the carrier of farm milk documented by the Meadow Dairy Company?
- B.4. Are there documented procedures and instructions for the separate transportation of Meadow Milk?
- B.5. Are the employees (drivers and other employees) instructed and trained with respect to Meadow Milk concept and procedures for separate transportation of Meadow Milk?
- B.6. Is there a documented procedure for tracking and tracing of meadow milk, and can deliveries of Meadow Milk be traced back to the supplier (i.e. the Affiliated Dairy Farmer)?
- B.7. Are traceability tests conducted at least once each year, including a mass balance test for Meadow Milk?
- B.8. Are internal audits conducted at planned intervals to determine that the proper working methods are being applied with respect to the transportation of Meadow Milk ?
- B.9. Is the data being recorded for the purpose of demonstrating that the proper working methods are being applied with respect to the transportation of Meadow Milk?
- B.10. Are these records kept for at least 2 years?
- B.11. Is there a documented procedure for reporting any relevant changes to the Certifying Body?

Milk Transportation (RMO-transport)

- B.12. Is the information regarding the dairy farmers from which Meadow Milk or non-Meadow Milk will be collected being recorded and known?
- B.13. Is there a record that shows which Milk Transportation vehicles will be used to transport the Meadow Milk?
- B.14. Have the collecting addresses of Affiliated Dairy Farmers been linked to GPS locations / has the GPS location been embedded in the Milk Transportation vehicle's on-board computer?
- B.15. Is only Meadow Milk collected during the milk collecting route?
- B.16. In case of compartmentalisation, is/are one or more of the compartments filled with other milk? If this is the case, what measures are taken to prevent the milk from being mixed?
- B.17. Is the Milk Transportation vehicle cleaned prior to transportation of Meadow Milk, or can it otherwise be demonstrated that the non-meadow milk cannot mix with the Meadow Milk?
- Cleaning is not necessary if it can be demonstrated in some other way that the milk does not mix.
 - Rinsing with water (instead of cleaning) is permitted, because this will remove any non-Meadow Milk remnant.
 - Rinsing is not necessary if it can be demonstrated that the Milk Transportation vehicle can be drained completely, without leaving any milk remnant.
- B.18. Have instructions been given with respect to the precise location at the factory premises where the Meadow Milk should be unloaded?
- B.19. Is the unloading site and / or pipe for Meadow Milk safeguarded against the unloading of other milk?
- B.20. Are the administrative records of Affiliated Dairy Farmers available for inspection by the carrier, and do these records meet the set requirements?

For the Audit of Milk Transportation of small scale dairy establishments (*boerderijzuivelbereiders*) that do not obtain raw farm milk externally, the assessment criteria B.1. to B.20 are not applicable. Instead the following assessment criterium is applicable: Does the transport of raw milk from the dairy farm to the production site take place in a closed circuit?

Grazing Certificate part C: Assessment criteria for Audit of production site

General

- C.1. Is the Meadow Milk scope defined by the Meadow Dairy Company?
- C.2. Is there a flow diagram for the transportation, storing, processing, refining and packaging of Meadow Milk / Meadow Dairy Products, and does this reflect actual practice?
- C.3. Has the Meadow Dairy Company performed a risk analysis to assess the risks of mixing Meadow Milk or Meadow Dairy Products with other milk or other dairy products during transportation, storing, processing, refining and packaging; are the critical issues described and are the risks demonstrably controlled?
- C.4. Are the competences and responsibilities of the carrier of farm milk documented by the Meadow Dairy Company?
- C.5. Are there documented procedures for separate transportation, storing, processing, refining and packaging of Meadow Dairy Products?
- C.6. Are the employees (drivers and other employees) instructed and trained with respect to Meadow Milk and the required methods for separate transportation, storing, processing, refining and packaging of Meadow Milk products, compared with other milk and dairy products?
- C.7. Is there a documented procedure for tracking and tracing of meadow milk, and can deliveries of meadow milk be traced back to the supplier (i.e. the Affiliated Dairy Farmer)?
- C.8. Are traceability tests conducted at least once each year, including a mass balance test for Meadow Milk?
- C.9. Are internal audits conducted at planned intervals to determine that the proper working methods are being applied with regard to processing, labelling and packaging of Meadow Milk and Meadow Milk products?
- C.10. Is the data being recorded for the purpose of demonstrating that the proper working methods are being applied with respect to the transportation, storing, processing, refining and packaging of Meadow Dairy Products?
- C.11. Are these records kept for at least 2 years?

- C.12. Is there a documented procedure for reporting any relevant changes to the Certifying Body?
- C.13. Is there a documented procedure for corrective actions in case of non-compliance or non-conformance?
- C.14. Is there a documented procedure for outsourced processes?

Administrative records pertaining to suppliers of Meadow Milk / Meadow Dairy Products

- C.15. For recipients of farm milk: is there an up-to-date register listing Affiliated Dairy Farmers that supply or have supplied Meadow Milk, and are any changes shown clearly?
- C.16. For recipients of farm milk: are the grazing records of the Affiliated Dairy Farmers available for inspection, and do these records show that the requirements with respect to Grazing are met?
- C.17. For recipients of Meadow Dairy Products: is there an up-to-date register listing the suppliers that supply or have supplied Meadow Milk products, and are any changes shown clearly?

Process of transportation, preparation, processing and packaging

- C.18. Are only dairy products or products of which at least 10% of the dry matter consists of dairy ingredients processed into Meadow Dairy Products?
- C.19. For the preparation and processing of Meadow Dairy Products, are only Meadow Milk or Meadow Dairy Products being used that originate from certified Meadow Dairy Companies?
If Meadow Dairy or Meadow Dairy Products are not completely produced from Meadow Milk: does the product meet the minimum requirement of 95%? ((mass of non-Meadow Milk + mass of non-Meadow Milk dairy ingredients / mass of the total dairy content of the product) x 100%)
- C.20. Have the necessary measures been taken at the factory to prevent the Meadow Milk from mixing with other farm milk?
- C.21. Are the transportation, storing, processing, refining and packaging of Meadow Dairy Products sufficiently separated from non-Meadow Dairy products, and is the order of work such that there can be no mixing?
- C.22. Where appropriate, does any cleaning take place prior to transportation, storage, production and processing of Meadow Milk / Meadow Dairy Products?
- C.23. Does the working method for the packaging process ensure that the packaging used for Meadow Dairy Products is used exclusively for Meadow Dairy Products, and does the company perform controls for this?
- C.24. Are the administrative records of Affiliated Dairy Farmers available for inspection by the recipient of the farm milk, and do these records meet the set requirements?

For the Audit of production site of small scale dairy establishments (*boerderijzuivelbereiders*) that do not obtain raw farm milk externally, the following assessment criteria are not applicable: C.3.; C.4.; C.5.; C.9.; C.10.; C14.; C.15.; C.16.; C.17.; C.20.; C.21.; C.22.; C.24.

Annex 4: Requirements for reports by the CB

The CB provides registration and reporting in the language established on the basis of Article 13.2 of the Agreement.

Registration by the CB of Audit data

The required registration by the CB includes:

- name and address data on the contracting party and any underlying companies (dairy farmers);
- date of the contract (from-to);
- part for which the certification is valid: Parts A, B or C (more than one possible);
- for each part: a description of the products for which the Grazing Certificate is valid;
- actual status of the Certificate for each part (this is the most recent decision about the Certificate): granted, extended, suspended (rectification possible) or revoked;
- date of performance of Audits (approval, entered, rectification, etc.);
- results for each Audit, after any rectification time limit;
- date up to which the certificate is valid (this might be multiple dates if multiple parts have been certified);
- if applicable: date of transfer of the file.

The individual Audit reports and associated documentation are stored in digital form for each client. These documents are not available for examination by third parties, apart from the Grazing Foundation.

If the Grazing Certificate is suspended or revoked, the Grazing Foundation must be informed about this immediately and in writing.

In turn, the Foundation is responsible for the follow-up relating to the use of the Logo or other penalties.

Annual report by the CB to the Foundation

The annual report is prepared for each calendar year and contains the following information:

- total number of the CB's affiliated companies;
- number of Agreements cancelled (end date of contract before 31 December of the year in question);
- number of new Agreements (start date of contract after 1 January of the year in question);
- number of controls performed, subdivided by type of control and results of the controls;
- number of valid Certificates for each part A, B, C at the reference date of 31 December in the year in question;
- an overview of the product types for which a certificate has been issued. The Certifying Body will establish a number of categories for this, based on controls undertaken, and agree this with the Foundation;
- additional elements may be added to the report following joint consultation between the Foundation and the CB.

Annex 5: Dispute Regulations of the CB