



# Checklist

## *KRAV's Extra Requirements for Processing, Packaging & Handling*

For verifying KRAV's extra requirements in the KRAV standards chapter 16 (edition 2017).

NAME OF OPERATOR (Processor/Packer/Handler): .....

Representative present at the audit (name): .....

Telephone:..... E-mail: .....

Location of production: .....

Product type/production: .....

### ATTEST

*To be signed by an independent auditor when all extra requirements are fulfilled.*

I attest that the verification of the extra requirements has been carried out on-site at the location of the operator and that the products complies with all extra requirements in the KRAV standard referred to in this checklist.

Date of verification: .....

Name of auditor: .....

Telephone:..... E-mail: .....

Certification body or other entity: .....

Signature: .....

*The verification shall be performed annually and this document is valid for 18 months from the date of signing.*

## Ways to Verify the Extra Requirements

This checklist shall be used to verify KRAV's extra requirements in chapter 16 for processing and packaging plants or any plant handling unpacked products.

A prerequisite is that the operator is certified according to Regulation (EC) 834/2007 or to equivalent production rules in accordance with Article 33 in (EC) 834/2007. The product shall always be accompanied by a valid EU-certificate.

You will find more information about KRAV's extra requirements at our webpage: [www.krav.se/how-suppliers-can-fulfill-kravs-extra-requirements](http://www.krav.se/how-suppliers-can-fulfill-kravs-extra-requirements), and the KRAV Standards at: [www.krav.se/krav-standards](http://www.krav.se/krav-standards)

The checklist shall be filled in and signed either by:

1. A person working as auditor at a certification body accredited for organic certification.
- or
2. A person with experience from auditing according to standards for organic production or social responsibility, assigned by a KRAV-certified importer. It must be done by a person outside the company that is being audited.

KRAV has verification agreements with a number of Certification Bodies that can offer verification of KRAV's extra requirements, although any accredited certification body can use the checklists.

You will find a list of certification bodies with verification agreements here: [www.krav.se/how-suppliers-can-fulfill-kravs-extra-requirements](http://www.krav.se/how-suppliers-can-fulfill-kravs-extra-requirements)

The Operator must not use the KRAV-label, or state that the production is KRAV-certified. He or she can only state that KRAV's extra requirements in chapter 16 (for the type of production that the checklist covers) have been verified.

There are different checklists for the following type of production:

- Crop products – only for crops outside of the EU, EEA, USA, Canada, Australia, New Zealand and Japan.
- Sprouts, Mushrooms and Products from Greenhouses
- Wild Harvest Production
- Dairy products
- Egg products
- Meat products from cattle
- Meat products from pigs
- Meat products from sheep
- Meat products from poultry
- NOP-certified products

Depending on the products the specific checklists shall be enclosed.

The checklist is only valid as verification when all extra requirements are fulfilled. When asked for, the verification notes under each question, must be filled in.

*For questions please contact: [regler@krav.se](mailto:regler@krav.se)*

It is the KRAV-certified importers responsibility to:

- Make a Labelling Agreement, if the products are KRAV-labelled by the operator.
- Ask for a GMO-free Certificate and/or GMO-analysis, for products with high risk for GMO.

More information: [www.krav.se/extra-requirements-all-products](http://www.krav.se/extra-requirements-all-products)

## Part 1. Extra Requirements for the Ingredients/Products

The extra requirements shall to be verified for each ingredient/product. For mult-ingredient products one checklist shall be used for each product. For products with only one ingredient the checklist can be used for several products handled by the same operator.

**Ingredient/Product 1** .....

Supplier (name and country): .....

Country of primary production<sup>1</sup> : .....

- Verification of the extra requirement is made with a checklist attached, see annex.
- Verification of the extra requirement is made through a certification/ system for supplier evaluation that KRAV recognize<sup>2</sup>.  
Please specify which: .....
- There are no extra requirements in the KRAV standard for this ingredient/product.

**Ingredient/Product 2** .....

Supplier (name and country): .....

Country of primary production<sup>1</sup> : .....

- Verification of the extra requirement is made with a checklist attached, see annex.
- Verification of the extra requirement is made through a certification/ system for supplier evaluation that KRAV recognize<sup>2</sup>.  
Please specify which: .....
- There are no extra requirements in the KRAV standard for this ingredient/product.

**Ingredient/Product 3** .....

Supplier (name and country): .....

Country of primary production<sup>1</sup> : .....

- Verification of the extra requirement is made with a checklist attached, see annex.
- Verification of the extra requirement is made through a certification/ system for supplier evaluation that KRAV recognize<sup>2</sup>.  
Please specify which: .....
- There are no extra requirements in the KRAV standard for this ingredient/product.

1.- Country in which the crop is produced or the animal brought up.  
2.- Information on standards/systems for supplier evaluation recognized by KRAV: [www.krav.se/how-suppliers-can-fulfill-kravs-extra-requirements](http://www.krav.se/how-suppliers-can-fulfill-kravs-extra-requirements)

**Ingredient/Product 4** .....

Supplier (name and country): .....

Country of primary production<sup>1</sup> : .....

- Verification of the extra requirement is made with a checklist attached, see annex.
- Verification of the extra requirement is made through a certification/ system for supplier evaluation that KRAV recognize<sup>2</sup>.  
Please specify which: .....
- There are no extra requirements in the KRAV standard for this ingredient/product

**Ingredient/Product 5** .....

Supplier (name and country): .....

Country of primary production<sup>1</sup> : .....

- Verification of the extra requirement is made with a checklist attached, see annex.
- Verification of the extra requirement is made through a certification/ system for supplier evaluation that KRAV recognize<sup>2</sup>.  
Please specify which: .....
- There are no extra requirements in the KRAV standard for this ingredient/product

*If there are more than five ingredients/products to be KRAV-certified, please add a supplement with the corresponding information for the remaining ingredients/products.*

**EU-organic or conventional ingredients (maximum 5%)**

If there are ingredients which cannot be KRAV-certified:

- The ingredients are EU-organic and the operator has not been able to find a KRAV-certified ingredient of sufficient quantity or quality.  
  
Ingredient(s): .....
- The ingredient(s) are conventional, and the National Authority have approved the ingredient(s). Approval document has been checked.  
  
Ingredient(s): .....

**Additives**

- There are no additives
- The product contains the following additives: .....
- I have verified that the additives are permitted in KRAV-certified products of this kind.

See Appendix 2 Additives in KRAV's Standards [www.krav.se/krav-standards](http://www.krav.se/krav-standards)

## Part 2. Social Responsibility in Processing, Packing and Handling

- The operator (processing, packaging or handling plant) is situated in a country where policies on social justice are included in national legislation, and are exempt from the documentation requirement. (The exempted areas and countries are the EU, EEA, USA, Canada, Australia, New Zealand and Japan.)
- The operator has less than 10 employees, and are exempt from the documentation requirement.
- The operator is certified according to a KRAV recognized standard for social responsibility or evaluated according to a KRAV recognized system for supplier evaluation<sup>3</sup>. (Certificate or corresponding document shall be enclosed.)

If any of the conditions above are fulfilled, you do not have to fill in the checklist for social responsibility below.

### 16.4 Social Responsibility – Checklist

	Fulfilled	Not fulfilled
16.4.2 Products cannot be KRAV-certified if there are human rights violations or clear cases of social injustice associated with the production.	<input type="checkbox"/>	<input type="checkbox"/>
Verified through (e.g. documentation, ocular inspection, worker interviews):.....		
.....		
16.4.3 The operator may not employ forced or involuntary labour	<input type="checkbox"/>	<input type="checkbox"/>
Verified through (e.g. documentation, ocular inspection, worker interviews):.....		
.....		
16.4.4 The operator must treat employees equally, provide the same opportunities to all and not act in a discriminating manner.	<input type="checkbox"/>	<input type="checkbox"/>
Verified through (e.g. documentation, ocular inspection, worker interviews):.....		
.....		
16.4.5 The operator must make it possible for underage employees to attend school	<input type="checkbox"/>	<input type="checkbox"/>
Verified through (e.g. documentation, ocular inspection, worker interviews):.....		
.....		
16.4.6. Employees must have the opportunity to organize and the right to collective bargaining	<input type="checkbox"/>	<input type="checkbox"/>
Verified through (e.g. documentation, ocular inspection, worker interviews):.....		
.....		

3.- Information on standards/systems for supplier evaluation recognized by KRAV: [www.krav.se/how-suppliers-can-fulfill-kravs-extra-requirements](http://www.krav.se/how-suppliers-can-fulfill-kravs-extra-requirements)

## Detailed Information on Non-Compliances

If any of the extra requirements are not fulfilled, please describe what's deviating. If appropriate, you are encouraged to make recommendations on possible measures. This may be useful information for the operator and the KRAV-certified importer.

*Please observe that the checklist shall not be signed at the front page when one or more requirements are not fulfilled.*

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Name of auditor: .....

Telephone: ..... E-mail: .....

Certification body or other entity: .....

Date of verification: ..... Signature: .....