

Schutter Certification B.V.

Regulations on Objection and Appeal

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In regard to the wish of clients for the creation of a credible and effective quality management system, whereby the quality management system can be enforced by adequate assessment and approval the Board of Experts at Schutter Certification B.V., established the following Regulation on Objection and Appeal on 11 August 2006.

Article 1

In this regulation the following words shall have the following meaning:

1. The Board: The Board of Experts at Schutter Certification B.V.
2. The Commission: The Commission of Objection and Appeal at Schutter Certification B.V.

Article 2

1. The Board appoints and removes members of the Commission and nominates a chairman and secretary.
2. The chairman of the Commission is a member (with voting rights) of the Board.
3. A complete Commission consists of a minimum of two members.

Article 3

The secretariat of the Commission is filled by staff nominated by one or more of the Board. The secretary is also a member (with voting rights) of the Board. Any other members of the Commission have no (financial or economic) links with Schutter Certification B.V.

Article 4

It is the task of the Commission to advise in cases where a notice of objection has been lodged against a decision by Schutter on decisions taken on the basis of the Certification Regulations or on the basis of the Certification Criteria (JUR-005-EN-ext Certification Criteria ISO 9001:2008 and/or GMP+ FSA Certification Scheme – C3/C6 Assessment and Certification Criteria for GMP+ Certification).

An official objection and appeal can only be put forward by a client in cases of disagreement over serious differences whereby revocation of his certificate is at stake (JUR-005-EN-ext Certification Criteria ISO 9001:2008 and/or GMP+ Certification Scheme Animal Feed Sector 2006 – C3/C6 Assessment and Certification Criteria for GMP+ Certification).

Article 5

1. Before advising on a notice of objection the Commission will allow interested parties, i.e. parties whose interests are directly involved in a decision, the opportunity to elaborate on their standpoint. For that purpose, the Commission will in any event inform the petitioner at least 10 days in advance of the time and date of the hearing which will deal with the complaint.
2. The Commission will allow the party against whom the objection has been lodged, or a representative nominated by that party, the opportunity to elaborate on their standpoint.
3. In principle the hearing will be conducted by the chairman or one member of the Commission.
4. The Commission can omit hearing interested parties if:
 - a) The notice of objection is apparently inadmissible or apparently unfounded;
 - b) The requests made in the notice of objection are met in full;
 - c) Interested parties have stated that they do not wish to avail of their right to be heard;
 - d) Interested parties, although properly called, to not appear at the hearing either in person or in the person of an authorised representative.

5. In principle the Commission hearings will be held at the offices of Schutter Certification BV in Rotterdam. For reasons of efficiency, the Commission can decide to hold hearings at another specified location
6. Hearings of interested parties after a notice of objection will take place in compliance with the stipulations of confidentiality as set out in the In-House Regulations of the Board of Experts.

Article 6

1. Advice will be given by the full Commission;
2. The Commission will decide on the advice by a majority vote;
3. As a member of the Board, the chairman of the Commission will not deal with notices of objection against or on behalf of the Board of Experts

Article 7

1. If a notice of objection contains no grounds for the objection, the petitioner will be offered the opportunity to provide these grounds to the Commission within fourteen days.
2. The Commission can, at the request of the petitioner, grant a postponement on providing the grounds described in paragraph 1. Such a postponement can be permitted at least once for a period of two weeks and at the most for a period of a total of four weeks.
3. The Commission will decide as quickly as possible, but in any event within ten weeks of receipt of the notice of objection. This period will be suspended with effect from the day on which the petitioner is requested to rectify an omission as described in paragraph one, until the day on which the omission is rectified or until the day on which the period allowed for rectification of the omission has elapsed.

Article 8

1. The Commission advice will be published in writing and contains a report of the hearings. The advice will be signed by the examining Commission members and the secretary will inform the Board in writing immediately.
2. The Board will decide within ten weeks after receipt of the notice of objection.
3. The petitioner will be informed by the Board of its decision. A copy of the Commission advice will accompany the Board decision.
4. No charges will be payable for dealing with a notice of objection;
5. The chairman of the Commission will inform the Board at a meeting of the nature and amount of notices of objections it has dealt with.

Article 9

1. This regulation enters into force on 27th of May 2013.