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## **POLICY FOR CHANGE OR MIGRATION OF CERTIFIER**

Version 1.0

### **1. Introduction**

- 1.1. Global Standard gGmbH (GOTS) acknowledges that Certified Entities (CEs) may wish to change Certifiers (CBs) for their GOTS certification for a varied number of reasons.
- 1.2. GOTS also acknowledges the fact that there is a possibility that CBs may lose their Accreditation as required by GOTS or that they would wish to close down their operations or under certain circumstances GOTS may be required to withdraw approval of a CB.
- 1.3. This policy has been formulated to ensure smooth transition of business from one Certifier to another, and for the express intentions of protecting the rights of CEs and CBs both, while safeguarding the integrity and values of the Global Organic Textile Standard.
- 1.4. GOTS reserves the right to amend this policy at any time it is felt necessary. Such amendments will be discussed with Approved Certifiers through the Certifier's Council prior to implementation.
- 1.5. The process of Migration to a new Certifier should generally be in conformance to the provisions of ISO 17065

### **2. Change of Certifier - Migration**

- 2.1. Certified Entities are permitted to change CBs for operational or business reasons during the currency or after their certification tenure ends.
- 2.2. The new CB is required to ensure that they perform adequate due diligence before they offer certification to such entities bearing in mind that migration to a new CB may sometimes be done to bypass observations / NCs raised by the old CB. Under normal circumstances, migration to a new CB is not permitted if there are open non-conformities.
- 2.3. On request, all relevant certification documentation must be shared by the old CB (which includes audit reports, open or closed NCs) which directly affects (re) certification) with the new CB. Confidentiality obligations between CBs and clients shall be kept in mind when requesting and sharing documentation. New CBs must take certification decisions based on their own assessments and not based on older documentation.
- 2.4. The new CB may issue TCs for material produced earlier but despatched after the old certification was invalidated based on their own assessment of the offered goods, considering adequately the mass balance. CEs shall apply for all pending TCs to their (old) CBs prior to migration. CBs must advise the CE to apply for all pending TCs prior to migration. The old CB must continue to issue TCs for a period of 15 working days for material that was produced and despatched within the time certification was valid. If the old CB is unable to issue a TC for despatch of goods during old validity, the new CB may, on application by the CE, issue such TCs based on their own risk assessment, documents and information received from the old CB and mass balance.

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- 2.5. With the operationalisation of the GOTS Centralised Database in the future, CEs will continue to retain the same licence number as before. In the current system, the licence number will change upon migration.

### **3. Change of Certifier - Closure of Business**

In the event of a CB closing operations, CEs will need to be closely assisted through the process of moving to another CB.

- 3.1. CBs closing operations must immediately share with Global Standard gGmbH a full and current list of GOTS certified entities, updated contact details, extent of scope certificates, validity of scope certificates, list of approved additives (if applicable), date of validity of these inputs etc. This must be done within 15 working days of closure. CBs must settle all dues to GOTS within 15 working days of closure unless the CB is closing operations only in a region and will still be active in another.
- 3.2. CBs closing operations must advise all their CEs to apply for all pending TCs prior to closure.
- 3.3. CBs closing operations are required to act as a responsible contract partner and provide their CEs with an overview of eligible alternative options within their region. This may include a formal technical and / or commercial arrangement with another GOTS Approved CB.
- 3.4. CEs remain free to not accept such an arrangement and approach any other CBs as per their choice.
- 3.5. All documentation for every CE must be transferred by the old CB (which includes audit reports, open or closed NCs, details corrective actions and other such documents which directly affects (re) certification) to the respective new CB within 10 working days of request by the respective new CB. Confidentiality obligations between CBs and clients shall be kept in mind when sharing documentation. New CBs must take certification decisions based on their own assessments and not based on older documentation.
- 3.6. The new CB shall issue TCs for material produced earlier but despatched after the closure of the old CBs business based on their own assessment of the offered goods, considering adequately the mass balance. New CBs will be responsible for all the TCs issued by them even if they relate to the period of the old CB.
- 3.7. Approved chemical inputs will continue to have validity for the currency of the Standard Version they have been approved for.
- 3.8. CBs must inform their clients / manufacturers of approved chemical inputs of their closure and may inform them of any alternate arrangements they may have made as in Para 3.3.

### **4. Change of Certifier - Withdrawal of Approval / Withdrawal of Accreditation**

In the event of withdrawal of approval of a CB by GOTS or due to loss of accreditation from an Accreditation Body, the interests of certified entities will need to be kept in mind while being migrated to another CB.

- 4.1. Any loss of accreditation must be immediately intimated to GOTS in writing by the CB. GOTS will inform the CB about withdrawal of approval along with reasons for the same. Specific clauses related to withdrawal of approval within the Certifier Contract should be referred in such cases. CBs must immediately share with Global Standard gGmbH a full and current list of GOTS certified entities, updated contact details, extent of scope certificates, validity of scope certificates, list of approved additives (if applicable), date of validity of these inputs etc. This must be completed within 15 working days after loss of approval. The CBs must settle all dues to GOTS within 15 working days of loss of approval.
- 4.2. CBs must also provide a list of all pending TC applications.
- 4.3. CBs who face loss or withdrawal of accreditation are required to act as a responsible contract partner and provide their clients with an overview of eligible alternative options within their region.
- 4.4. CEs remain free to not accept such an arrangement and approach any other CBs as per their choice.
- 4.5. All documentation for the CE must be transferred by the old CB (which includes audit reports, open or closed NCs, details corrective actions and other such documents which directly affects (re) certification) to the new CB within 15 days of request by the new CB. Confidentiality obligations between CBs and clients shall be kept in mind when requesting and sharing documentation. New CBs must take decisions based on their own assessments and not based on older documentation.
- 4.6. The new CB shall issue TCs for material produced earlier but despatched after the closure of the old CBs business based on their own assessment of the offered goods, considering adequately the mass balance. New CBs will be responsible for all the TCs issued by them even if they relate to the period of the old CB.
- 4.7. Approved chemical inputs will continue to have validity for the currency of the Standard Version they have been approved for unless the CB has lost accreditation / approval due to shortcomings in the chemical approval process followed. In such cases, chemical inputs will immediately lose their approvals and must be reapproved by another suitable CB before use in GOTS processing.
- 4.8. CBs must inform their clients / manufacturers of approved chemical inputs of their loss of accreditation status and may inform them of any alternate arrangements they may have made as in Para 4.3.

The following clauses extracted from the Certifier Contract are considered relevant in the context of this document:

4.3

Certifier shall accept certificates and letters of approval issued in accordance with the Global Organic Textile Standard by other Certifiers approved by the Global Standard gGmbH, in order to conclude final Global Standard certification.

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Upon termination Certifier shall transfer documentation on all operations certified by him under the Global Standard to another Approved Certifier.

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*Issued by :*

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