

Learn

- Visit www.beveg.com
- Review any appropriate guidelines

Audit preparation

- Select an audit option (announced or unannounced, with or without additional modules)
- Self-assessment of compliance with the Standard
- Selection of a certification body
- Define scope of the audit

Audit planning

- Ensure information and appropriate personnel are available for the audit even in the event of an unannounced audit
- Provide information to certification body for audit preparation
- Define audit date and agree duration based on audit duration calculator

On-site audit

- Opening meeting
- Production facility inspection
- Document review
- Traceability challenge
- Label review
- Review of production facility inspection
- Final review of findings by auditor
- Closing meeting – review audit findings and confirm any non-conformities

Non-conformities and corrective action

- Corrective action provided for any non-conformities identified within 28 days or revisit depending on number and nature
- Certification body reviews evidence in 14 days
- If corrective action deemed satisfactory, certificate, audit report and corresponding grade issued

Post audit

- Ongoing maintenance of the Standard and continual improvement
- View and download audit report from the BeVeg dashboard and share audit report with any required customers
- Use of BeVeg Vegan Certified logo
- Ongoing communication with certification body
- Schedule re-audit date before re-audit due date

AUDIT PROTOCOL