

## Procedure benchmark Growers schemes

### 1. Procedure benchmark growers schemes

GMP+ International will use the following procedure to give growers schemes a specific status in the GMP+ FC scheme (see also Appendix II for a schematic overview):

- a. Application by the scheme owner
- b. Independent technical review by Q-Point
- c. Feedback to the scheme owner about the results
- d. Final agreement and publication on the GMP+ website

#### 1.1 [Application by the scheme owner](#)

The application is submitted in writing by the scheme owner to Q-point. The applicant must at the time of application provide Q-Point with a dossier which contains at least the following information:

|   |   |   |
|---|---|---|
| a | Fully completed application form        | Appendix I                              |
| b | Signed contract                         | Q-Point Secretariat                     |
| c | Fully completed checklist               | Benchmark checklist for growers schemes |
| d | All relevant scheme documents available |   |
| e | Payment application fee                 |   |

The necessary documents must be submitted in English. When an application is submitted for a growers scheme which was not originally drawn up in English, a translated version into English must also be submitted unless Q-Point and the applicant agree otherwise. A declaration from a certified translator relating to the correctness of the translation must be enclosed. This also applies to the other documents in the dossier.

A complete application form together with the necessary documents can be send to Q Point B.V., [secretariaat@q-point-bv.nl](mailto:secretariaat@q-point-bv.nl) stating 'Benchmark procedure growers scheme'.  
Attn. A. Ruting, P.O. Box 7001, 6700 CA WAGENINGEN, THE NETHERLANDS.

Next to these submitted documents, the applicant has to pay an application fee to Q-Point. The application fee will be € 1.620,- (excl. VAT).

An additional fee of € 135,-/hour (excl. VAT) may be applicable when more time is needed than anticipated (only after written permission).

On receipt of the application documents and the application fee, Q-Point will send a letter of confirmation to the applicant stating on which date the application was received and how the procedure will be followed.

### 1.2 Independent technical review by Q-Point

Q-Point will subject the application for the acceptance of a growers scheme to an initial (preparatory) review. After approval of the application Q-Point will inform the applicant in writing of the procedure from that point.

Q-Point will evaluate the benchmark checklist per requirement.

The report will result in a comparison of the level of equivalency per requirement. The level of equivalency can be:

- a) Totally covered in the scheme - green;
- b) Partly covered, some issues need own check - orange;
- c) Not covered, own check needed - red;

### 1.3 Feedback to the scheme owner about the results

Q-Point will communicate the outcome of the document review with the scheme owner. The scheme owner may decide to make some improvements before the results are published. When the improvements have been made, the independent technical review will be revised (an additional fee may be applicable).

The scheme owner may also stop the procedure in this state without publication.

### 1.4 Final agreement and publication on the GMP+ website

If the document assessment is positive, GMP+ International will provide the scheme owner

- a. An registration agreement for signature;
- b. An invoice for the registration fee.

The scheme owner must submit to GMP+ International the following documents via email, [info@gmpplus.org](mailto:info@gmpplus.org), or regular post(stated in the contract):

- a. A copy of the agreement signed by the scheme owner's legal representative as evidenced by its business license or extract from the company registry, chamber of commerce or similar authority;
- b. Proof of payment to GMP+ International of the registration fee as further set out in the contract. The registration fee will be € 1.000,- (excl. VAT) per year.

GMP+ International will return to the applicant a copy of the agreement signed by GMP+ International. After receipt of all required documents and receipt of payment from the applicant, GMP+ International will publish the benchmark results on the GMP+ website.

### *1.4.1.1 Changes in the growers scheme*

The scheme owner must notify GMP+ International of changes within the growers scheme that influence the feed safety. This notification must be done within two days after implementing the changes in the growers scheme.

In the event of changes to the growers scheme that influences the feed safety, the scheme owner completes the benchmark checklist again for the relevant topics. The scheme owner indicates clearly which changes are made compared to the previous version and those changes will be assessed.

### *1.4.1.2 Rejection*

If GMP+ International refuses to accept a growers scheme, the applicant must be informed in writing of the reasons for this refusal. This also applies if a positive recommendation from the independent technical report is not accepted. GMP+ International must indicate to the applicant in question on which grounds the advice of the independent assessment was not followed.

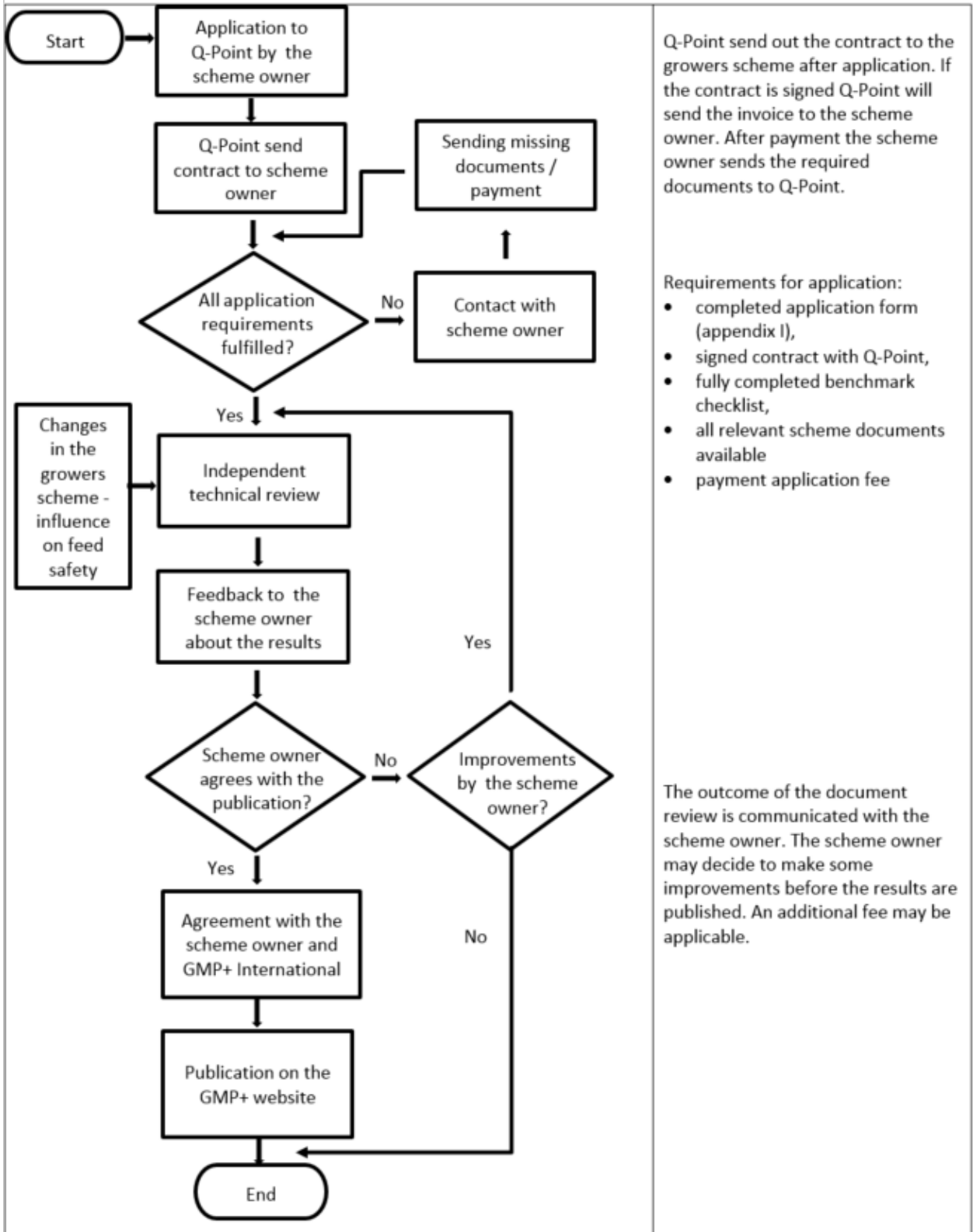
## Appendix I Application Form Benchmark Growers Scheme

A complete application form together with the content of scheme that needs to be benchmarked against GMP+ FC scheme can be send to Q Point B.V., secretariaat@q-point-bv.nl.

Attn. A. Ruting, P.O. Box 7001, 6700 CA WAGENINGEN, THE NETHERLANDS.

| <b>Information with respect to the applicant:</b>   |  |
|---|--|
| Contact person:   |  |
| Name of the scheme:   |  |
| Name of the scheme owner/manager:   |  |
| Address:  |  |
| Country:  |  |
| Phone number:   |  |
| Fax:  |  |
| E-mail:   |  |
| Website:  |  |
|   |  |
|   |  |
| <b>Information about the growers scheme</b>   |  |
| Original language of the growers scheme   |  |
| Number of companies certified   |  |
| Date of first certificate   |  |
| Aim of the growers scheme   |  |
| History:<br>a. How was the growers scheme established?<br>b. How long has the growers scheme been in use?<br>c. Which improvement measures have been added to the growers scheme over time?<br>d. Which parties (in the chain) were involved in the development of the growers scheme?<br>e. Other developments, etc. |  |
| <b>Other remarks</b>  |  |

**Appendix II Flowchart benchmark procedure Growers schemes**



© GMP+ International B.V.

*All rights reserved. The information in this publication may be consulted on the screen, downloaded and printed as long as this is done for your own, non-commercial use. For other desired uses, prior written permission should be obtained from the GMP+ International B.V.*

*Disclaimer*

*This publication was established for the purpose of providing information to interested parties with respect to GMP+-standards. The publication will be updated regularly. GMP+ International B.V. is not liable for any inaccuracies in this publication.*