

GMP+ Feed Safety Assurance scheme

Production and trade of responsible soy

GMP+ B101

Version:draft 2

B

101

EN

© 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.

Stadhoudersplantsoen 12
2517 JL The Hague
The Netherlands

Tel: +31 (0)70 370 86 70
Fax: +31 (0)70 370 86 71

info@gmplus.org
www.gmplus.org

INDEX

1	INTRODUCTION	4
1.1	GENERAL	4
1.2	STRUCTURE OF THE GMP+ FEED SAFETY ASSURANCE SCHEME	4
1.3	SCOPE AND APPLICATION OF THIS STANDARD	5
1.4	THE STRUCTURE OF THIS STANDARD	6
1.5	EXCLUSION OF REQUIREMENTS	7
2	NORMATIVE REFERENCES	8
2.1	GMP+ DOCUMENTS	8
2.2	STATUTORY COMPLIANCE	8
3	TERMS AND DEFINITIONS	9
4	MANAGEMENT SYSTEM	10
4.1	MANAGEMENT SYSTEM	10
4.1.1	Management responsibility	10
4.1.2	Person responsible for production and/or trade of responsible biomass	10
4.1.3	Requirements for the management system	10
4.2	DOCUMENTATION AND REGISTRATION	12
4.2.1	Documentation	12
4.2.2	Administration of documentation and data	12
4.3	PREREQUISITES PROGRAMME	13
4.3.1	Personnel	13
4.3.1.1	<i>General</i>	13
4.3.1.2	<i>Competency and training</i>	14
4.3.2	Identification and traceability	14
4.3.2.1	<i>Identification and traceability</i>	14
4.3.2.2	<i>Corrective actions</i>	15
4.4	VERIFICATION AND IMPROVEMENT	15
4.4.1	Complaints	15
4.4.2	Internal audit	16
4.4.3	Assessment of the management system and improvements	16
5	CONTROL OF OPERATIONAL ACTIVITIES	18
5.1	PURCHASING	18
5.1.1	Material sourcing	18
5.1.2	Verification of incoming products ('entry check')	18
5.1.3	Services	18
5.2	HANDLING RESPONSIBLE SOY	18
5.3	DELIVERY	19
5.4	CLAIMS	19
5.5	MASS BALANCING	19

5.5.1	Mass balance system	20
5.6	MIXED SYSTEM	20
5.6.1	Purchasing	21
5.6.1.1	<i>Material sourcing</i>	21
5.6.2	Mass balance system	21
5.6.2.1	<i>Input</i>	21
5.6.2.2	<i>Output</i>	22
5.6.2.3	<i>Allocation of sustainability data</i>	22
5.6.3	Continuous balancing system	22
5.6.4	Fixed inventory period	23
5.7	SEGREGATED SYSTEM	23
5.7.1	Purchasing	23
5.7.1.1	<i>Material sourcing</i>	23
5.7.2	Processing responsible soy	24
5.7.3	Mass balance system	24
5.7.3.1	<i>Input</i>	24
5.7.3.2	<i>Output</i>	24
5.7.3.3	<i>Allocation of sustainability data</i>	24

1 INTRODUCTION

1.1 General

The GMP Feed Safety Assurance Scheme (GMP+ FSA scheme) was initiated and developed in 1992 by the Dutch feed industry in response to various more or less serious incidents involving contamination in feed materials. Although it started as a national scheme, it has developed to become an international scheme that is managed by GMP+ International in collaboration with various international stakeholders.

The GMP+ FSA scheme is a complete scheme for the assurance of feed safety in all the links of the feed chain. Demonstrable assurance of feed safety is a 'license to sell' in many countries and markets and participation in the GMP+ FSA scheme can facilitate this excellently.

The basic principle of the GMP+ FSA scheme is that the feed chain is part of the food production chain. Proper quality assurance of feed safety throughout the feed chain has a high priority. It is important that companies take their responsibilities in this respect by responding in a proper and convincing way to the need for safe feed materials in the food production chain.

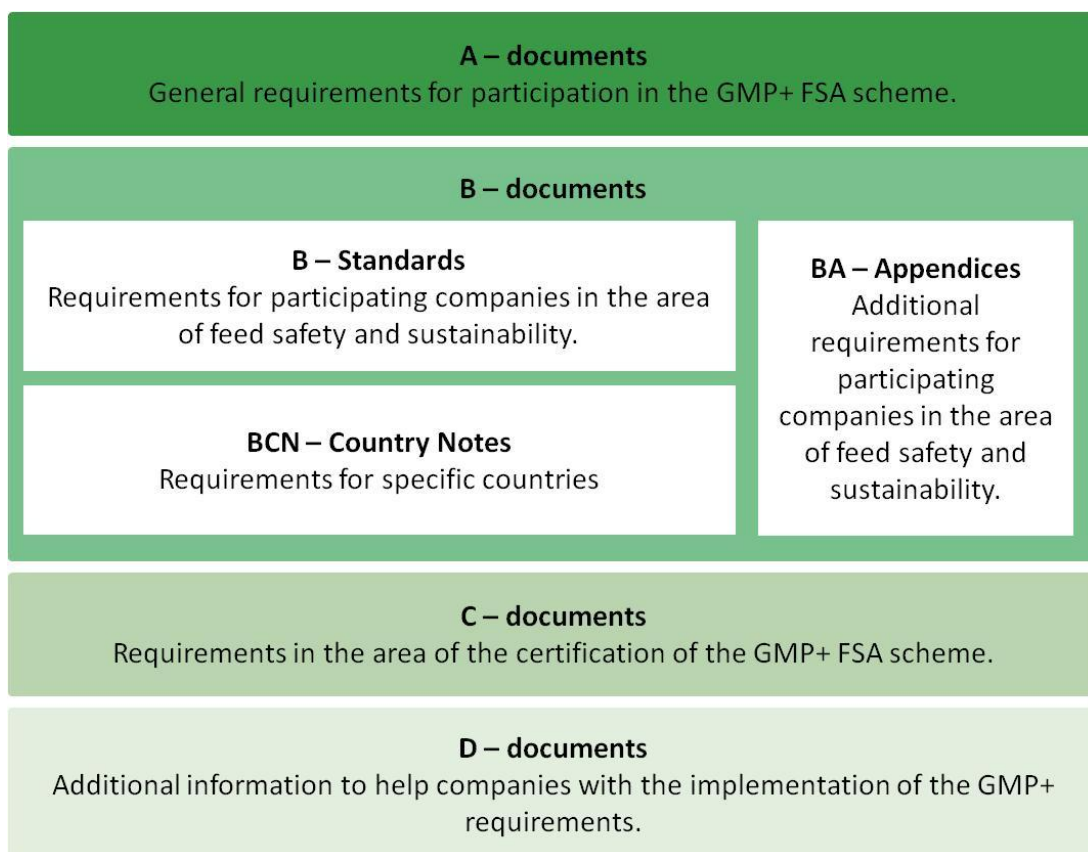
Based on needs in practice, multiple components have been integrated into the GMP+ FSA scheme, such as requirements for the quality management system (ISO 9001), HACCP, product standards, traceability, monitoring, prerequisites programmes, chain approach and the Early Warning System.

Together with the GMP+ partners, GMP+ International transparently sets clear requirements so that feed safety is guaranteed and certification bodies are able to carry out GMP+ certification independently.

GMP+ International supports the GMP+ participants with useful and practical information by way of its various databases, newsletters, Q&A lists and seminars.

1.2 Structure of the GMP+ Feed Safety Assurance scheme

The documents within the GMP+ FSA scheme are subdivided into a number of series. The next page shows a schematic representation of the contents of the GMP+ FSA scheme:



All these documents are available via the website of GMP+ International (www.gmpplus.org).

This document is referred to as GMP+ B101 *Production and trade of responsible soy* and is part of the GMP+ FSA scheme.

1.3 Scope and application of this standard

This document contains requirements for the production and trade of responsible soy (including soy derivatives and soy products).

Guidance

Within this standard the word “soy” is often used to describe both the soy (beans), but also soy derivatives and soy products. This is done to make the standard easier to read.

If a specific type of soy, soy derivative or soy product is mentioned in the text, then that specific type of soy, soy derivative or soy product is meant. Otherwise the word “soy” can read as soy, soy derivative or soy product.

Producers and traders of responsible soy are for example: collectors, crushers, traders, etc. With producers of responsible soy are not meant the growers of the soy plants (farmers). For growers there are other certification scheme’s. See for more information paragraph 6.1.1.

Within this standard the following scopes are defined:

a. Mixed system

If the participant uses the mixed system, the company can produce and/or trade both conventional soy and responsible soy. Using a mass balance system the participant must ensure that no more responsible soy is sold in relation to what is bought. It is possible (under conditions specified in this document) that the participant sells a specific batch of conventional soy as responsible soy to his customer.

b. Segregated system

If the participant uses the segregated system, the responsible soy is kept physically separate from conventional soy throughout the entire supply chain.

Guidance

It is possible for a participant to use either the mixed system or the segregated system, but it is also possible to use both systems. In that case the segregated soy should be kept separate from the mixed soy.

1.4 The structure of this standard

After the general chapters (1-3) containing the introduction, normative references and terms and definitions, chapter 4 describes the management system required in this standard. Chapter 5 contains the actual control of operational activities such as purchasing, processing and setting up a mass balance system. After the general paragraphs for all participants (for each of the scopes of this standard), there are two separate paragraphs with additional requirements for the mixed system and the segregated system.

The following table shows the sections which contain the relevant requirements for each scope:

Scope	5.1	5.2	5.3	5.4	5.5	5.6	5.7
Mixed system	X	X	X	X	X	X	
Segregated system	X	X	X	X	X		X

Guidance

Guidance has been included for a number of requirements in this standard. This guidance is in a separate light green box starting with the word 'Guidance'. The guidance does not include mandatory requirements or conditions but is intended only as an aid to the better understanding of the requirement. The box also often contains information which is useful for auditors. In order to clearly distinguish between the guidance boxes and the mandatory requirements, the guidance boxes will preferably make no use of the word 'must'. This is, by the way, not always the case. Where the word 'must' or 'should' is nevertheless used it must read as guidance relating to the requirements set.

Note: In contrast to the green boxes, the white boxes do contain conditions. These conditions must be regarded as details of the conditions above these boxes.

The structure of this standard is similar to that of a number of other GMP+ standards. Because every standard is written for a specific target group, some of the wording used to describe the requirements in these general chapters may differ a little. This has been done to increase the link to the target group as much as possible.

Guidance

A company which, for example, trades in feed materials and also in responsible soy can apply both standards in combination. A combined application is quite simple to achieve because of the similar structures. The company should be alert to completeness in the application of a second standard or should check whether any extra measures are necessary for the second activity.

1.5 Exclusion of requirements

It is possible that certain requirements do not apply to a participant. A participant may exclude these requirements. Exclusions must, however, be justified and recorded. The exclusions may in any event not lead to the participant supplying feeds or services which do not comply with feed safety as laid down in the GMP+ Feed Safety Assurance scheme.

No requirements may be excluded because the participant finds them to be not relevant such as because customers do not ask for them or because compliance with these requirements is not a legal obligation or because the company is too small.

2 Normative references

2.1 GMP+ documents

In addition to the requirements in this GMP+ B101 *Production and trade of responsible soy* standard, the participant shall comply with the relevant requirements laid down in the GMP+ A documents.

You can find these documents on the website of GMP+ International (www.gmpplus.org).

2.2 Statutory compliance

In addition to the requirements of this standard the participant shall also verify and ensure that his trading, storage and transport of responsible soy are in accordance with the applicable legal and (if relevant) GMP+ FSA scheme requirements.

Guidance

Participants who are active outside the EU will have to pay extra attention to the relevant legislation when applying this standard.

If the participant also exports to another country then it is important that he ensures that his product complies with the relevant regulations in that country.

3 Terms and definitions

In addition to the definitions mentioned in GMP+ A2 *Definitions and Abbreviations* of the GMP+ FSA scheme the following terms are used in this document:

Term	Description	Explanatory Note
Input material	Soy, soy-derivates or soy-products received by the participant from suppliers. Input material is used for processing (where applicable) and/or supply to customers as output material.	
Output material	Soy, soy-derivates or soy-products supplied to customers by the participant.	
Sustainability data	Data which is controlled within the scope of this standard.	Other sustainability data can for example be data associated with responsible biomass
Mixed system	If the participant uses the mixed system, the company can produce and/or trade both conventional soy and responsible soy. Using a mass balance system the participant must ensure that no more soy is sold in relation to what is bought. It is possible (under conditions specified in this document) that the participant sells a specific batch of conventional soy as responsible soy to his customer.	
Segregated system	If the participant uses the segregated system, the responsible soy is kept physically separate from conventional soy throughout the entire supply chain.	

4 Management System

This chapter contains a set of general requirements needed to implement the requirements from chapter 5.

Guidance

Participants that already have a GMP+ certificate for feed safety assurance will recognize a lot of these general requirements as they are also part of feed safety assurance. As there may be slight differences, these participants are requested to thoroughly check if all requirements in this chapter all already covered and take action if needed.

4.1 Management system

4.1.1 Management responsibility

Management must be aware of its responsibility for the production and/or trade of responsible biomass.

Management must:

- a. Make the organisation aware of the responsibility regarding responsible biomass and of compliance with the requirements of this GMP+ standard, the obligations of the relevant legislation and the requirements of the customer.
- b. Record specific policy objectives with respect to responsible biomass in writing in a statement of policy.
- c. Demonstrate its responsibility and involvement in the development and introduction of the management system to produce and/or trade responsible biomass.
- d. Ensure that resources and manpower are available. Management must itself determine what resources are necessary and ensure that these resources are also available. There must at least be compliance with the requirements of this standard.
- f. Assess at least once per 12 months whether the management system is still suitable and effective.

4.1.2 Person responsible for production and/or trade of responsible biomass

Top management will appoint a person who, irrespective of other responsibilities, will have the responsibility and authority:

- a. to establish a management system and to implement it and maintain it in accordance with this standard, and
- b. to report to top management on the results of the management system and any need for improvement, and
- c. to ensure that the awareness of production and/or trade of responsible biomass is promoted throughout the whole organisation.

4.1.3 Requirements for the management system

The participant must establish, document, implement and maintain a management system in accordance with the requirements of this standard. The management

system must be modified in accordance with changing legislation and in accordance with other developments related to sustainability.

The participant must determine and document the scope of the management system by establishing which products, activities and locations are covered within the scope of the system. The scope must in any event include all products and all activities related to the products for which the participant is responsible.

The participant shall determine:

- a. The part of the chain for which the participant is responsible. This begins where the responsibility for the previous link (the supplier) ends and ends where the responsibility for the following link in the chain begins.
- b. Responsible biomass (in specifications) which are produced, stored and/or traded.
- c. Activities relating to the production, storage and/or trading of responsible biomass. This includes activities which are outsourced to third parties.
- d. Relevant locations. These include those locations where the relevant administrative work is carried out.

If a participant decides to source out an activity which can have an influence on the responsible biomass, the participant must ensure that this activity is also carried out in accordance with the requirements of this GMP+ standard.

The participant must also describe all other relevant activities and/or products which are not related to responsible biomass. The participant must ensure that these activities cannot cause any negative influence on the responsible biomass.

Guidance

The scope of the management system contains the following elements, among others:

- a The selection of suppliers and the purchase of raw materials and responsible biomass*
- b All transport and storage activities for which the participant is responsible*
- c All other process steps which are purchased or controlled by the participant such as planning, purchasing, (interim) storage, internal transport, sales and packaging.*

The structure of the management system relates specifically to the organisation of the participant and contains, in any event, the information required in this GMP+ standard.

The description of all activities may result in the participant having to apply a second or perhaps a third standard in addition to this standard. In the event of any doubt it is advisable to consult the certification body or seek more information on the website of GMP+ International (www.gmpplus.org).

4.2 Documentation and registration

4.2.1 Documentation

The participant must draw up and implement procedures and instructions which include the requirements of this standard.

The documentation of the management system must in any event contain the following elements or must refer to them:

- a. Description of the scope of the management system as required in chapter 5.3
- b. All relevant permits, registrations and certificates in accordance with national and international legislation
- c. All the procedures, instructions, registration forms and suchlike which are required for this standard and/or which are necessary for the management system.
- d. All details relating to process, handling, audits and inspections and all other reports which are required for this standard. This register must be set up and maintained as evidence of compliance with the requirements and of the effective operation of the management system.

These documents, instructions, forms, etc. must have a clear structure.

Guidance:

Relevant permits, registrations or certificates may, for example, include the statutory permits for collection, storage & transshipment, trade or export.

Procedures etc. may be part of a structured and/or certified quality management system (for example GMP+ FSA scheme or ISO-9001). In addition, these procedures may be part of a national regulation or a sector or company regulation in which comparable control is ensured. These same procedures may of course be used as far as they are required in this GMP+ standard.

The layout and structure of the documentation which is necessary and which is required in this standard such as (documented) procedures, instructions, forms, documenting of data, etc. may be harmonised with the nature of the activities to be assured, the size of the company and the level of training and expertise of the employees.

4.2.2 Administration of documentation and data

The documents and data must be controlled. They must be archived and retained in the correct fashion.

This means that the documentation:

- a. Must be kept up to date
- b. Must be approved and assessed at least every year by the authorised person. In this assessment attention must in any event be paid to any changes to the legislation and/or changes to the GMP+ FSA scheme.
- c. Must always be available and must be understandable to the members of the

- staff who have to implement the requirements of the procedure.
- d. Must be amended if changes have taken place which have a direct effect on the activities of the participant.

The participant must ensure that all documentation and data:

- a. Is retained for a period of at least 5 years unless a longer retention period is prescribed by law.
- b. Are kept such that any deterioration in the condition or damage to the documentation and data is prevented.
- c. Are stored in such a way that they can be retrieved in full and with ease.
- d. Are fully legible.

Guidance:

Documentation may also be made available, administered and archived in digital form.

The aim is for the participant to show that procedures have been implemented which guarantee continual agreement with (amended) legal provisions and any other information which is relevant to the feeds collected, stored and/or traded by the participant.

Where documents are part of a manual, the participant may decide, for example, only to sign the table of contents with the current version numbers of the individual documents.

4.3 Prerequisites programme

4.3.1 Personnel

4.3.1.1 General

All employees must be aware of their responsibility for producing / handling responsible biomass.

There must be:

- a. an organization chart, and/or
- b. a description of the tasks of individual employees (or a task description for a group of employees in the same job) and proof of the qualifications of the employees (even if these are temporary employees).

This is only necessary for relevant functions within the framework of management safety.

All relevant employees must be demonstrably aware of their tasks, responsibilities and authority. This information must be modified if considerable changes occur.

Guidance

If task descriptions provide sufficient insight into the company organisation then it is not necessary to include an organizational chart in the personnel dossier.

Examples of qualifications might be education or training, diplomas and a list of professional experience.

4.3.1.2 *Competency and training*

Employees who carry out activities which may have an influence on the production / trade of responsible biomass must be competent to carry out those activities. Their level of competence will depend on their relevant education, training courses and experience. The participant must have sufficient personnel with the skills and qualifications necessary for the production, storage and trading of responsible biomass.

The participant must:

- a. Establish the skills required by employees for their work regarding the production and/or trade of responsible biomass.
- b. Offer training or take other measures to meet these needs.
- c. Maintain personnel dossiers of training courses, education, skills and experience.

The above also applies to temporary personnel.

4.3.2 Identification and traceability

4.3.2.1 *Identification and traceability*

Products must be traceable in all stages of production, storage and trade so that, where applicable, they can immediately be withdrawn from the market specifically and precisely and/or the customers can be properly informed. The participant must, for this purpose, set up and describe an internal traceability procedure.

The participant must take suitable measures to ensure that the products can be traced effectively during each of the stages referred to above for which the participant is responsible. The participant must maintain a register for this purpose with respect to purchase, production and delivery which can be used effectively to trace products from reception to delivery.

The participant must have the necessary information available within 4 hours unless the competent authorities have established a shorter period of time.

See D2.4 *Guideline for Traceability* (specifically Appendix IV) for more information about setting up an internal traceability procedure.

The participant must record at least the following details of all products and services:

- the name and address details of the suppliers and customers
- delivery date
- type of product or service
- number of products
- batch number if applicable.
- transport/ distribution details (if the participant is responsible for transport)

The participant must also establish whether it is necessary to record other details.

Guidance

The batch number can also be designated using the batch number of the manufacturer, a reference number, an own batch number or other number.

If the participant stores products as a service then he should consider suppliers and customers as the originators.

4.3.2.2 Corrective actions

The participant must ensure that all deviations from the requirements in this standard are recorded and checked in order to prevent improper use or unauthorised delivery of products. These inspections and the associated authorisation for dealing with nonconformity must be laid down in a procedure.

The participant must deal with nonconformities with respect to a feed in one of the following ways and must have demonstrable proof of this available:

- d by taking measures to resolve the observed nonconformity
- e by permitting the use, release or acceptance with approval of an authorized government body
- f by taking measures to exclude the original intended use or the original application. If products are no longer suitable for use as responsible biomass then the must be given a use which is in accordance with the provisions of the applicable legislation.

If the nonconformity is resolved then this must be verified again to show that there is now compliance with all the requirements.

Guidance

Remember to maintain details and/or to keep demonstrable proof of the type of nonconformity and the measures which were subsequently taken (also including any approvals obtained)

This inspection serves for the identification, documentation, evaluation, separation (if this is practically feasible) and removal of the products which do not comply and as a report to the interested parties both internally and externally.

4.4 Verification and improvement

4.4.1 Complaints

The participant must document his procedure for handling complaints. This procedure must in any event describe the registration of relevant aspects of the complaint and the associated measures taken.

A procedure for recording and handling complaints must at least consist of:

- a. The registration of the complaint
- b. the examination of the source of complaint
- c. registration of the measures taken as a result of the complaint
- d. registration of communication with the customers in question.

4.4.2 Internal audit

The participant must have a procedure for the internal audit.

This procedure means that the participant draws up and implements a programme of planned audits to check that the management system functions properly and that it is also effective. During this internal audit, the following must be assessed in any event:

- compliance with the requirements and conditions of this standard
- compliance with the participant's procedures
- compliance with the relevant legal provisions

The programme must ensure that all relevant activities are audited at least once per year (= every 12 months).

All personnel carrying out internal audits must be competent for this by training or education (internal or external), or experience.

The results of the internal audit must be formally reported to the people with the responsibility for the area which is covered within the audit. All the aspects must be documented where the company operations or activities are not in compliance with the operational requirements. Such nonconformities must be corrected. The audit report must be signed by a person authorised to do so when the nonconformities are resolved.

Guidance

The checklist which is available on the website of GMP+ International (www.gmpplus.org) can be used during the internal audit.

4.4.3 Assessment of the management system and improvements

The participant must establish, collect and analyse suitable data at least once per year:

- a. in order to show that the management system is suitable and effective, and
- b. to assess whether improvement in the effectiveness of the management system is possible.

A procedure must be drawn up for this.

The result of the analysis partly forms the input for the management review (see section 4.1)

The input for such an assessment must in any event contain:

- Verification of the prerequisites programme
- Verification of the hazards analysis.
- Evaluation of the level of knowledge of the personnel
- The results of the supplier assessment
- Analyses of complaints (from customers)
- The implementation of legislation and regulations
- The results of internal and external audits
- Changes which have an influence on the management system.

The assessment will in any event contain information on:

- The extent to which the management system can be applied
- The possibilities and chances of improving the management system.

Also, a participant who operates as a service provider, must during the internal audit verify whether there is compliance with any additional requirements from the originator.

5 Control of operational activities

5.1 Purchasing

5.1.1 Material sourcing

The participant shall purchase its responsible soy from:

- a. Companies that are certified according to this standard (with the relevant scopes).
- b. Growers/farmers that are certified according to the RTRS Standard for Responsible Soy Production.
- c. Producers / traders that are certified according to the RTRS Chain of Custody Standard.
- d. Contrary to a, b and c , the participant may also purchase responsible soy from suppliers which are certified based on a standard approved by RTRS.

Guidance:

The GMP+ FSA scheme follows the choice of RTRS to approve standards that they consider as equivalent.

The participant shall establish and maintain an up-to-date record of all suppliers of responsible soy material, including:

- a. Identification of the supplier (e.g. name, address, other relevant information).
- b. The suppliers certificate number (either GMP+ registration number or RTRS certificate number).
- c. The scope of the supplier's certificate.

The participant shall verify the validity and scope of the supplier's GMP+ or RTRS certificate at least every 6 months or when entering into a purchase contract.

5.1.2 Verification of incoming products ('entry check')

The participant shall check the supplier invoice and supporting documentation to ensure that:

- a. The products are in compliance with the supplier documentation
- b. The used system (mass balance system or segregated system) is stated
- c. The certificate number is stated.

5.1.3 Services

If a participant outsources activities to third parties (for example subcontracts for storage, transport or other services), the participant shall ensure that the third party complies with the requirements in this standard.

5.2 Handling responsible soy

The participant shall identify and record all critical control points where there is risk of uncontrolled mixing or substitution between (certified) responsible soy and conventional soy. If the participant uses third parties for certain services (see 6.1.3),

the critical control points of that process needs to be identified and recorded as well.

The participant shall ensure that critical control points are managed according to the requirements set out in the used system; mixed system or segregated system. See paragraphs 6.6 and 6.7.

If the participant implements a mixed system together with a segregated system, the participants shall also identify and record the critical control points where there is a risk of uncontrolled mixing or substitution between materials from different systems.

5.3 Delivery

The participant shall ensure that all invoices issued for deliveries supplied with the claim “responsible soy”, include the following information:

- a. Identification of the participant (e.g. name, address, other relevant information)
- b. The participants GMP+ registration number.
- c. Identification of the customer (e.g. name, address, other relevant information)
- d. Date when the document was issued
- e. Description of the sold products
- f. Quantity of the sold products
- g. The system used (mass balance or segregated)

If the invoice is not included with the shipment of the product, the participant shall include the information stated above in the transport documentation. If separate transport documents are issued, this transport document should be containing information that links the transport document to the invoice.

Guidance

To create a link between the transport documentation and the invoice, the participant can for example use an identification number of that specific delivery on both documents.

5.4 Claims

Only responsible soy that complies with the requirements with this standard, can be sold as “GMP+ responsible soy”. This claim can be used on sales and transport documents.

5.5 Mass balancing

The participant shall identify and document the main processing steps involving a change of material volume or weight. This can be based either on determining the actual quantity of each subsequent fraction, or on specifying conversion factor(s) for each processing step. Where it's not possible to measure each processing step, quantities for the complete process may be used.

If conversion factors are used, the participant shall specify and document the methodology for calculating the conversion factor(s) and ensure that conversion factors are updated when there are changes to the production process, and at least once a year.

5.5.1 Mass balance system

The participant shall set up a mass balance system for recording data related to this standard, including input quantities received and output quantities sold to customers. The mass balance system should at least include the following information for both input and output:

- a. Product description
- b. Quantities of product (by volume or weight)
- c. The used system (mixed system or segregated system)

The participant shall draw up annual volume summaries providing quantities (volume or weight) for each product types and system. This volume summary should include the following:

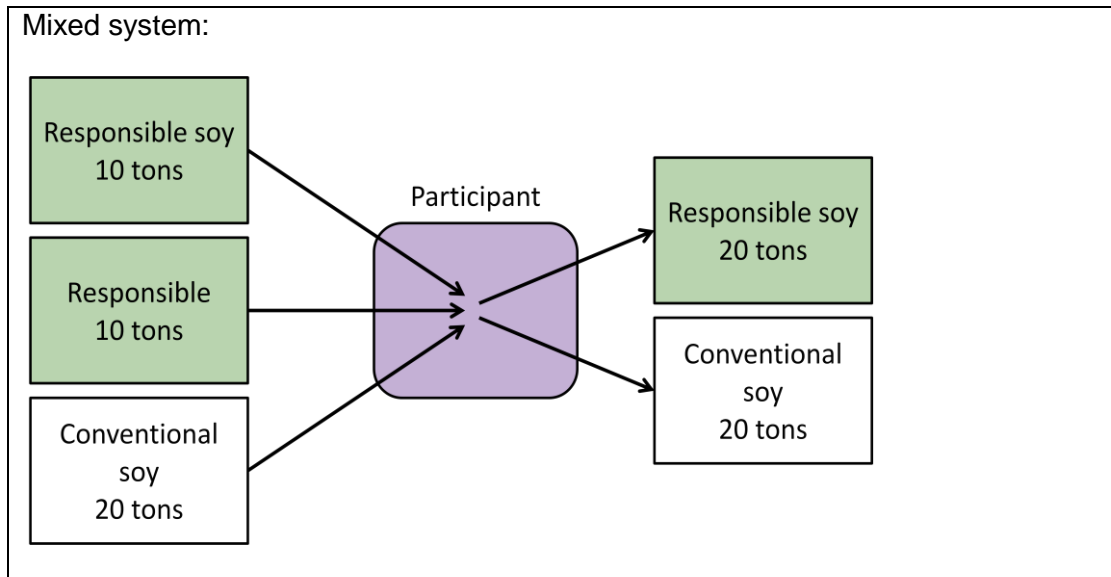
- a. Inputs received
- b. Inputs used for production (if applicable)
- c. Inputs still in stock
- d. Outputs still in stock
- e. Output supplied

Guidance

A mass balance system has a clear link with a tracking and tracing systems. Participants that already use a GMP+ tracking and tracing system (required in the GMP+ feed safety standards), will find it easy to comply with these requirements.

5.6 **Mixed system**

The participant shall ensure that the output of “GMP+ responsible material” supplied to customers does not exceed the input of “GMP+ responsible material” received at the site, using either a continuous accounting system or a fixed inventory period.



5.6.1 Purchasing

5.6.1.1 *Material sourcing*

With the mixed system, the participant is allowed to blend non-responsible soy with responsible soy. It is therefore also allowed to purchase non-responsible soy from suppliers.

Where the participant is using both the mixed system and the segregated system, the participant shall ensure that inputs to the mixed system is responsible soy sourced from companies that comply with the requirements in paragraph 6.1.1.1. The participant may purchase from companies that use either system (mixed system or segregated system).

5.6.2 Mass balance system

5.6.2.1 *Input*

The participant shall record the quantity (volume or weight) of all responsible soy input material in the mass balance system. This data shall be recorded as 'output units'.

Where the processing/manufacturing process generates co-products and by-products, the participant shall record the quantity (volume or weight) by using separate categories for these co-products and by-products. In this case conversion factor(s) for the processing unit or actual measured output quantities should be used.

Where additional sustainability is associated with the mass balance inputs received, this data shall remain linked and recorded in the mass balance system using separate categories for each identical group of sustainability data.

5.6.2.2 *Output*

Where the processing/manufacturing process generates co-products and by-products, the participant shall deduct the quantity of data supplied to customers from the respective co-product and by-product categories in the mass balance system. The participant shall not apply data generated from the production of one co-product or by-product to a different co-product and by-product.

Where additional sustainability is associated with the mass balance inputs received, the participant shall deduct the quantity of data supplied to customers from the relevant category of linked data in the mass balance system.

The participant shall not supply sustainability data to customers for non-soy, non-soy derivatives or non-soy products. In bulked products, the sustainability data shall only be applied to the proportion of soy, soy derivatives or soy products.

5.6.2.3 *Allocation of sustainability data*

The balancing of input and output of sustainability data shall be implemented as a part of the mass balance system. Records of sustainability data available for allocation to outputs are clearly visible to relevant staff and maintained updated at all times.

The participant shall allocate sustainability data to customers using either a continuous balancing system or a fixed inventory period.

Guidance

Within the mass balance system it is possible to allocate the sustainability status from one batch to another as long as the participant doesn't sell more responsible soy than purchased.

5.6.3 Continuous balancing system

Where a continuous balancing system is in operation, the participant shall ensure that the quantity of physical mass balance material inputs and outputs (in volume or weight) at the physical site are monitored on a real-time basis.

The participant shall ensure that the quantity of material (volume or weight) at the physical site is at least the same as the quantity of responsible soy (volume or weight) available for allocation to outputs in the mass balance system. The participant shall ensure that the mass balance system is never overdrawn. Only sustainability data which has been recorded in the mass balance system shall be allocated to outputs supplied by the participant.

Sustainability data is valid for 24 months from the date it was first recorded in the mass balance system. If the participant does not allocate the available quantity of sustainability data to outputs within 24 months, the data shall expire and shall be deducted from the mass balance system.

5.6.4 Fixed inventory period

Where a fixed inventory period is in operation, the participant shall ensure that the quantity of mass balance material inputs and outputs (volume or weight) are balanced within a fixed inventory period which does not exceed one year (12 months).

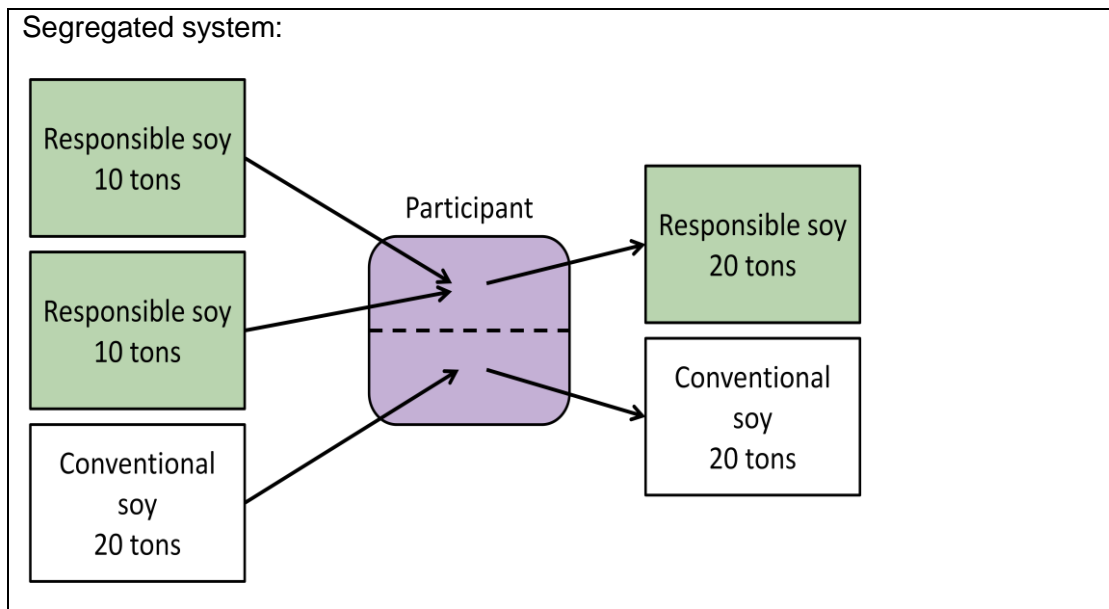
The participant may overdraw data when there is evidence that purchases are under contract for delivery within the inventory period, to cover the output quantity supplied.

Sustainability data which has not been allocated to output material at the end of the inventory period can be carried over and recorded in the mass balance system for the following inventory period. Carried-over sustainability data is valid for 24 months from the date of the inventory. If the participant does not allocate the available quantity of sustainability data to outputs within 24 months, the data shall expire and shall be deducted from the mass balance system.

The participant shall ensure that the mass balance system is not overdrawn at the time of the inventory. Only sustainability data which has been recorded in the mass balance system within the inventory period (including the carried-over from the previous inventory period) shall be allocated to outputs supplied within the inventory period.

5.7 Segregated system

The participant shall ensure that the responsible soy material supplied to customers has been physically segregated from non-responsible soy material at the physical site. This includes any other stage under the control of the participant.



5.7.1 Purchasing

5.7.1.1 *Material sourcing*

Where the participant is using both the mixed system and the segregated system, the participant shall ensure that inputs to the segregated system is responsible soy

sourced from companies that comply with the requirements in paragraph 6.1.1.1. The participant may purchase only from companies that use the segregated system.

5.7.2 Processing responsible soy

The participant shall have an effective system in place that is designed to ensure no intermixing between segregated responsible soy and non-segregated responsible soy. This is only the case where the participants want to make a claim about the material outputs.

Guidance

Such a system may include for example allocation adjustments (e.g. that the first flow of product through the system following a change from responsible soy to non-responsible soy) or other systems. Flushing the processing or storage equipment between flows of responsible soy and non-responsible soy can be used as such a system, but physical cleaning is not a requirement for this standard.

5.7.3 Mass balance system

5.7.3.1 *Input*

The participant shall record the quantity (volume or weight) of all responsible soy input material in the mass balance system. This data shall be recorded as 'output units'.

Where the processing/manufacturing process generates co-products and by-products, the participant shall record the quantity (volume or weight) by using separate categories for these co-products and by-products. In this case conversion factor(s) for the processing unit or actual measured output quantities should be used.

5.7.3.2 *Output*

The participant shall deduct the quantity of data supplied to the customers from their mass balance system based on the actual physical material supplied.

5.7.3.3 *Allocation of sustainability data*

The participant shall ensure that allocation of data to customers is consistent with the actual physical product delivered.