TECHNICAL PRODUCT SPECIFICATIONS VEGAN QUALITY

ED. 01 / REV. 7

QCERTIFICAZIONI

CERTIFICAZIONE DELLA QUALITÀ

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VEGAN QUALITY

1. PURPOSE AND FIELDS OF APPLICATION

Qualità Vegana

THE PURPOSE OF THIS DOCUMENT IS TO DEFINE THE REQUIREMENTS FOR THE CERTIFICATION AND COMMUNICATION OF PRODUCTS FOR VEGAN CONSUMERS WHO WANT TO GAIN AWARENESS IN ORDER TO MAKE INFORMED PURCHASES.

AWARENESS IS GAINED FROM A THOROUGH KNOWLEDGE OF THE ORIGIN, PROCESSING, ETHICS, SUSTAINABILITY – AND OTHER ASPECTS – OF THE PRODUCTS.

Certification applies to products (agri-food, cosmetics, textiles, clothing, packaging, etc.) obtained from one or more production units which already hold another certification mark, or which comply with private company regulations which enhance quality. **Conformity will be assessed by the Certification Body**, while the level of **enhancement of quality**, in relation to the private company specification, **will be assessed by the brand owner**.

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CERTIFICATION CAN ALSO BE APPLIED TO:

- **catering** (restaurants, canteens, catering services, etc.); in this case, the assessment by the Certification Body will focus on ensuring the absence of ingredients of animal origin in the recipes presented on the menu as vegan;
- **tourist hospitality facilities** (hotels, guesthouses, farmhouses, bed and breakfast establishments, etc.); in this case, the assessment by the Certification Body will focus on ensuring the absence of components of animal origin in hospitality accessories (furniture, bathroom and bed linen, tablecloths, etc.);
- **packaging**; in this case, the assessment by the Certification Body will focus on ensuring the absence of components of animal origin in all the material used in the packaging.

THE CERTIFICATION MARK MUST BE REFERRED TO AND COMMUNICATED CLEARLY ONLY FOR PRODUCTS THAT COMPLY WITH SPECIFICATIONS.

The certification procedure is arranged on three levels:

- The **first**, with no ingredients of animal origin in both product and packaging,
- The **second**, in line with the first and without the use of technical means of animal origin in agricultural production (e.g.: blood, bones, fertiliser, etc.)),
- The **third**, in line with the second and without the use of technical means of animal origin in transformation/ processing (e.g.: leather gloves, brushes, etc.).

Another parameter that should be highlighted in the communication is the percentage of **Vegan Quality**-certified products in relation to the company's total products.

2. ADDED VALUE

The added value of this type of certification is to provide Vegan consumers (and also the intermediate components of the commercial chain) with all the information they need to make an informed purchase.

Product information and certification must be present on a freely accessible website, which allows updating in real time.

In the case of catering, the indication of **Vegan Quality** must be present on the menu, with clear reference to the certified recipes.

3. DEFINITIONS AND ABBREVIATIONS

ORGANISATION: body, company, corporation, enterprise or part thereof, with or without share capital, public or private, having its own functions and administration, which contributes to the formation, marketing and supply of the product indicated in the *Field of Application*.

APPLICANT: organisation applying for certification.

LICENSEE: organisation to which the certificate of conformity has been issued.

VEGAN PRODUCT: product that excludes the use of any substance of animal origin at every stage of its production, even if obtained without sacrificing and/or mistreating animals.

TESTED ON ANIMALS: use of tests in which the animal is forced to ingest or breathe the substance until it dies of poisoning or is involved in experiments to tests the effects on its eyes or bare skin.

CATERING: a commercial sector that includes all activities of production and distribution of ready meals for customers (restaurants, canteens, catering services, etc.).

HOSPITALITY COMPANIES: all those structures that offer overnight accommodation to tourists during their stay in a given place.

WEBSITE: a set of related web pages, i.e.: a hypertext structure of documents residing, via hosting, on a web server, accessible to users via a web browser on the Internet by typing in the respective URL or IP address.

4. REFERENCE DOCUMENTS

FOR THE REFERENCE DOCUMENTS
SEE ANNEX QV-B01

5. REQUIREMENTS SUBJECT TO CERTIFICATION AND COMMUNICATION METHOD

FOR THE REQUIREMENTS SUBJECT TO CERTIFICATION
SEE ANNEX QV-B02

FOR THE COMMUNICATION METHOD
SEE ANNEX QV-B03

6. CERTIFICATION METHOD

6.1 DOCUMENTARY EXAMINATION OF THE PRODUCT, ITS COMPONENTS, MANUFACTURING ACCESSORIES AND PACKAGING

THE ORGANISATION APPLYING FOR CERTIFICATION ACCORDING TO THESE SPECIFICATIONS MUST SEND ALL THE NECESSARY DOCUMENTATION TO ALLOW DOCUMENTARY VERIFICATION OF THE REQUIREMENTS SUBJECT TO CERTIFICATION.

In short, the company, apart from those in the catering sector, must send:

- the list of products to be certified and their qualification (e.g.: BIO product in compliance with Reg. EC 834/2007 et seq., AIAB-certified product, SoCert-certified product, Qualità Reale-certified product, private specifications for the enhancement of product quality) (*first level of certification*);
- the list and technical data sheet of the components of each product (*first level of certification*);
- the list and technical data sheet of the auxiliary components and/or additives of each product. In the event of proven difficulty in obtaining the technical data sheet (difficulty in contacting the supplier and/or absence of replies to repeated reminders), together with the vegetable origin and production by means of physical processes, self-declaration is permitted (see **Annex QV-B05**) (*first level of certification*);
- the list of technical means used during the production phase (*second level of certification*);
- the list of technical means used during the transformation phase (*third level of certification*);
- the description of the processing methodology for each product. Specifically, for agri-food products, the temperature reached by the product during transformation;
- the list and technical data sheet of the primary and secondary packaging of the products (*first level of certification*);
- a self-declaration indicating that the components and processing aids used are not genetically modified (no GMOs);
- the number of certified products, or products in the process of certification, in relation to the company's total products.

The company working in the **catering sector**, must send:

- the list of recipes to be certified;
- the list and technical data sheet of the ingredients used in each recipe.

The company working in the **tourist hospitality sector**, must send:

- the list of units to be certified;
- the list and technical data sheet of the components of each recipe.

The company working in the **packaging sector**, must send:

- the list of products to be certified;
- the list and technical data sheet of the components of each packaging element.

6.2 ELEMENTS SUBJECT TO INSPECTION

THE FOLLOWING ASPECTS WILL BE ASSESSED DURING INSPECTION AT THE APPLICANT'S PREMISES:

- the actual presence of the documentation forwarded and/or included in the communication websites,
- company organisation suitable for maintaining the conformity of products subject to certification,
- random sampling of the overall mass between input and output in the production of certified products.

6.3 NUMBER OF INSPECTIONS

IThe number of inspections will be indicated in the quote issued to the applicant.

Inspections may also involve the applicant's subcontractors.

6.4 TESTS AND CHECKS

In relation to the critical aspects of its production process and product composition, the organisation must prepare a suitable analysis plan as part of its self-control system.
The correctness and efficiency of this plan is verified by the certification body, also by means of sampling and tests carried out at its qualified laboratories.
In the case of analytical tests, laboratories with tests accredited in compliance with UNI CEI EN 17025:2005 (General requirements for the competence of testing and calibration laboratories) must be used.

7. PRODUCT IDENTIFICATION

7.1 CERTIFICATION MARK

The use of the **Vegan Quality** certification mark is regulated by the provisions of **Annex QV-B04**.

Use of the mark is voluntary.

7.2 CONFORMITY STATEMENT

All information and/or advertising material and/or documents which contain references to the voluntary **Vegan Quality** certification obtained must relate to the products subject to certification and must always be approved in advance.

8. MANAGEMENT OF NON-CONFORMITIES, CORRECTIVE ACTIONS AND COMPLAINTS

Reference is made to existing company procedures which can also be adopted for all products covered by this technical specification.

If non-conformities occur or complaints concerning the characteristics subject to certification are received, the certification body must be notified.

9. ANNEXES TO THE TECHNICAL PRODUCT SPECIFICATION

ANNEX QV - B00
LIST OF ANNEXES

THE LATEST VERSIONS OF THE ANNEXES ARE CONTAINED IN **ANNEX QV-B00**.

List of Annexes with revision number and issue date:

Code	Name	Issue	Rev.	Date
B01	**Reference documents**	**01**	**01**	**03 February 2021**
B02	**Requirements subject to certification**	**01**	**01**	**03 October 2014**
B03	**Communication method**	**01**	**03**	**03 February 2021**
B04	**Use of the certification mark**	**01**	**02**	**19 September 2017**
B05	**Supplier conformity declaration**	**01**	**01**	**06 August 2015**

ANNEX QV - B01
REFERENCE
DOCUMENTS

REFERENCE DOCUMENTS:

REGULATION (EU) No. 1169/2011 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 25 October 2011 on the supply of food information to consumers.
UNI CEI EN ISO/IEC 17065:2012 - Conformity assessment. Requirements for bodies certifying products, processes and services.
UNI EN ISO 9000:2005 Quality Management Systems Principles and Vocabulary.
UNI CEI EN 45020:2007 Standardisation and related activities - General vocabulary.
UNI EN ISO 19011:2012 Guidelines for management system audits.

DOCUMENTS OF THE CERTIFICATION BODY:

Product certification regulations.	Contract.

The above references are those in the version in force at the time of issue of this document. The regulatory references in the version in force at the time of development of the certification activity must always be applied.

ANNEX QV - B02
REQUIREMENTS SUBJECT
TO CERTIFICATION

THE REQUIREMENTS SUBJECT TO CERTIFICATION ARE:

- Non-use of components and processing aids of animal origin in the products certified (*first level of certification*);
- Non-use of primary and secondary packaging with components and processing aids of animal origin in the products certified (*first level of certification*);
- Non-contact with products of animal origin throughout the entire production cycle (*second level of certification*);
- Non-contact with products of animal origin throughout the entire transformation cycle (*third level of certification*);
- Non-use of genetically modified organisms (GMOs) throughout the entire production cycle,
- Communication of information on the products certified through a regularly updated website.

THE PRODUCTS MUST ALREADY HAVE THE FOLLOWING CERTIFICATION MARKS:

AGRI-FOOD PRODUCTS. BIO certification, in compliance with Reg. EC 834/2007 et seq., Qualità Reale certification or the presence of a private specification for their enhancement;

COSMETICS OR DETERGENTS. AIAB certification, SoCert certification, Qualità Reale certification or the presence of a private specification for their enhancement;

TEXTILES OR CLOTHING. Qualità Reale certification or the presence of a private specification for their enhancement.

ANNEX QV - B03
COMMUNICATION METHOD

THE METHOD USED TO COMMUNICATE INFORMATION, THROUGH ONE OR MORE WEBSITES, IS THE FOLLOWING, ALTERNATIVELY OR JOINTLY:

- Use of the Qualità Reale website (www.qualitareale.info) or the website of the Certification Body;

- Use of the website of a company/association/brand consortium, etc.;

- The inclusion of the following information is recommended:

  - List of the certified products and their components,
  - Qualification (Vegan Quality, BIO, DOP, IGP, STG, etc.) of the components of the certified products,
  - Geographical origin and technical data sheet of the components of the certified products,
  - Technical data sheet of the aids used to manufacture the products,
  - Description of the method used in the transformation of the certified products (it is not compulsory to include confidential company know-how in the description),
  - Self-declaration or non-GMO product certification of the components of the certified products,
  - Description of the primary and secondary packaging,
  - Technical data sheet of the components of the primary and secondary packaging,
  - Technical data sheet of the aids used in the manufacture of the primary and secondary packaging,
  - Laboratory tests carried out on the products and packaging,
  - Any other information considered of interest for communication.

- Updating of information in the event of amendments, at least once a fortnight,

- In the case of catering, the indication of **Vegan Quality** must be present on the menu, with clear reference to the certified recipes.

- In the case of tourist hospitality, the indication of **Vegan Quality** must be present in the communication of the facility (catalogue, pamphlet, website, etc.), with clear reference to the certified units.

ANNEX QV - B04
USE OF THE
CERTIFICATION MARK

THE PACKAGING OF THE CERTIFIED PRODUCTS MAY BEAR THE FOLLOWING MARK, REGULATED BY THE CURRENT VERSION OF THE USAGE GUIDELINES:

Qualità Vegana

The indication of the level of certification, if different from the first, must be indicated specifically in accordance with the **current version of the Mark Usage Guidelines**.

ANNEX QV - B05
SUPPLIER CONFORMITY DECLARATION

The Organisation requesting certification must enclose a Declaration of Conformity issued by the supplier, in compliance with UNI EN ISO ISO/IEC 17050-1 Declaration of Conformity issued by the supplier in compliance with the facsimile shown below:

1. N. .....

2. Declarant's name .....

Declarant's address .....

3. Subject of the declaration .....

.....

.....

.....

4. The subject of the declaration described above complies with the requirements of the following documents:

Document N.	Title	Edition/Date of issue
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

5. Supplementary information

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6. Name, Surname and Role of the person signing the document, and stamp of the Organisation

.....

.....

.....

Place and date of issue

.....

GUIDE TO FILLING IN THE SUPPLIER CONFORMITY DECLARATION

NUMBERS 1. TO 6. REFER TO THE FACSIMILE SHOWN ON THE PREVIOUS PAGE.

1. Each conformity declaration must be unambiguously identified.

2. The name of the Organisation issuing the declaration must be unambiguously specified.

3.

a. The subject of the declaration must be unambiguously described so that the declaration can be referred to the subject in question.

b. For mass-produced products and foodstuffs, the trade name of the product, the type of product, the batch number, etc. must be indicated.

4. Documents (or standards) relating to the requirements must be listed with their identification numbers, titles and dates of issue.

5. Additional information may be necessary if there are limitations to the validity of the conformity declaration and/or if further indications are required (e.g.: test laboratory, management systems, possible certifications, etc.).

6. The name and role of the person authorised to sign the conformity declaration must be indicated in full.

SUPPORTING DOCUMENTS

THE SUPPORTING DOCUMENTS MUST INCLUDE, AS FAR AS APPLICABLE, THE FOLLOWING INFORMATION IN ORDER TO DEMONSTRATE CONFORMITY TO THE REQUIREMENTS DECLARED:

a. description of the subject of the declaration (product, process, management system, etc.);

b. project documentation (e.g.: descriptions, diagrams, technical specifications, etc.);

c. Results of conformity assessment, such as:
- description of the methods used (e.g.: audits, procedures, sampling plans, internal audits, etc.) and reasons for choosing them;
- results (e.g.: audit reports, analysis and test reports, etc.);
- assessment results;

d. identification and qualification by the assessment bodies of the first, second and third parts, if involved;

e. description of the management system relating to the subject of the declaration;

f. other information considered pertinent (e.g.: risk analysis, internal procedures, etc.).

QCERTIFICAZIONI

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