

Audit Announcement (Form 3)

Please note that all data entered in this audit announcement sheet will be automatically populated to the specific fields in the sheets of the audit report sheet(s) if/are provided by ASC in the confirmation email of the publication of this Form 3.

1. General client/CAB information

Table with 2 columns: Field (1.1 Document Type, 1.2 Document language, etc.) and Value (Audit announcement, English, etc.)

Table with 2 columns: Field (1.15 First name, 1.16 Surname, etc.) and Value (Samuel, Clegg, Quality Assurance Manager, etc.)

2. Audit information

Table with 2 columns: Field (2.1.1 Principle 1, 2.1.2 Principle 2, etc.) and Value (Covered)

Table with 4 columns: Activity, Under scope of certification, Under scope of this audit, Note. Lists activities like 2.2.1 Sleeking, 2.2.2 Netting, etc.

Table with 2 columns: Field (2.3 Certification cycle, 2.4 Audit type, etc.) and Value (1, Surveillance audit, 2, Yes, etc.)

Please indicate the hours spent on the different audit activities in the table below, supported by the hours spent on the activities by the environmental- and social auditor(s).

Table with 3 columns: Time allocated to audit activities, Social Auditor(s), Environmental auditor(s). Rows for Off-site activities, On-site activities, Total man days.

Audit team and other involved persons

Table with 5 columns: Surname, First name, Role, Expertise needed for the audit, Person on-site or remote? Lists team members like Lorente, Clethero, MacIntyre.

3. Site information

Table with 10 columns: Site name, Ownership, Primary culture species, Cycle duration, Latitude (N, S), Longitude (E, W), Production system*, Number of production units, Start date of audit, End date of audit.

4. Stakeholder engagement

Table with 10 columns: Name of Company/Organisation if applicable, Contact person - First name, Contact person - Surname, Country where stakeholder is based, Email address of contact person/stakeholder, Stakeholder type, Stakeholder type "other" was selected, Contact date, Did the stakeholder submit comments?, Stakeholder comments.