

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 itself. Site(s) is/are provided by ASC in the confirmation email of the publication of this Form 3.

1. General, client/CAR information

Table with 2 columns: Question number and Answer. Includes fields for Document Type, Language, Site Name, Company Name, UoC Name, Country, ASC Standard, Standard version, Certification process, Name of the Conformity assessment body (CAR), Client contact person details, and other information.

2. Audit information

Table with 2 columns: Question number and Answer. Includes sections for ASC standard principles covered by the audit, Activities covered under the scope of the certification, Certification cycle, and Audit details.

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

Summary table for audit activities with columns: Activity, Social Auditor(s) hours, Environmental Auditor(s) hours, and Total man days.

Table for audit team and other involved persons with columns: Surname, First name, Role, Expertise needed for the audit, and Person on-site or remote.

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, and End date of audit.

4. Stakeholder engagement

Large table with 10 columns: Name of Company/Organisation, Contact person - First name, Contact person - Surname, Country where stakeholder is based, Email address of contact person/stakeholder, Stakeholder type, Stakeholder type (if selected), Contact date, and Stakeholder comments.