

## The process of Bio & Natural cosmetic certification

1. Complying with all the relevant aspects of these standards for the products in required forms.
2. Present documents of the products with at least;

### 2.1 Documents from Bioagricert

- Application Form
- Engagement of the operator
- M\_024 Bio & Natural Cosmetic
- M\_024 Natural Cosmetic
- Evaluation of safety
- M\_027\_Supplier\_cosmetic
- DU11\_Process
- Checklist Document to Supply

### 2.2 Other involved documents

- the organic certificates of the ingredients
- the other documents of origin of the ingredients
- "technical sheet" of all the ingredients, with indications of the materials of origin, the processing system and the parameters of the end product (at least).
  - supply documental information
  - proof of the organic inputs
  - details of the chemical processes (kind of process and description),
  - details of the physical processes and equipment used,
  - details of other inputs,
  - waste products produced,
  - percentage of organic in the final material.
  - plant and animal ingredients from Genetic engineering is forbidden, then declaration must be provided about not use of any GMO or derivatives.

3. Submitting above documents to Bioagricert (Thailand) Co., Ltd.
4. BAC inspector makes the inspection report and sends to BAC head office.
5. BAC evaluator in the head office evaluates and issues the certificate if other additional documents does not need to be provided.
6. Certificate will be sent to the producer.
7. Supplying a copy of the label(s) of the product(s) to be approved. (It could be sent any time after applying if it's ready; taking time for about 2 weeks for approving.)

### **Remark**

- \* The certified producer must have in place those above documents and also these following documents (if needed) and the BAC inspector could ask to check at place;
- Responsible person for the system's operation.
  - Training program for all staff.
  - Identifying and addressing hazards and risks.
  - Hygiene procedures.
  - Record keeping systems.
  - Pest control program.